



Location of Meeting: 96 Russell Drive

## Meeting Minutes

1. **Call to Order, Roll Call:** Member Erik Buchelt called the meeting to order at 5:38 pm. Committee members present included Erik Buchelt and Blaine Werner. Chairman Rachel Fuller attended the meeting at 5:40 pm. Village employees present were Clerk/Treasurer Stephanie Waala.

Let it be known that there was a quorum of the village board as Village Trustee Chuck Mueller and Village President Duane Urbanski were present.

2. **Discussion and Possible Action on the following:**

- a. **Approval of the January 27, 2026, meeting minutes.**

Member Werner made a motion to approve as submitted, motion was seconded by Member Buchelt. Motion carried 2-0.

- b. **Proposal for Design & Engineering Services Related to the Library Bay Projects for the Village of Random Lake.**

Member Buchelt informed the committee that they received eight proposals, and they will open them in order of receipt.

Smithgroup – Mr. Urbanski informed the committee that he was approached by this firm through SEH engineering. The total of their proposal is \$97,750 and the estimated timeline would be 4 months.

Senga Architects – The total of their proposal is \$209,000 and the estimated timeline would be 25 weeks.

Edgewater Resources – Clerk Waala informed the committee that an RFP was sent to this firm as during the research phase it was discovered that they primarily do boardwalk projects. The total of their proposal is \$92,000 and the estimated timeline would be 5 months.

Kueny Architects – Member Werner informed the committee that he believes this firm has done projects in the City of Sheboygan. The total of their proposal is \$38,250 and the estimated timeline would be 5 months.

Vierbicher – Clerk Waala informed the committee that this submission is the only one she walked the site with. The total of their proposal is \$24,400 and the estimated timeline would be 4 months.

Galbraith Architects - The total of their proposal is \$124,390 and the estimated timeline would be 25 weeks.

Strand Associates – Chairman Fuller informed the committee that she spoke with these engineers, and they are the ones that recommended that we break down the RFP more and helped create the Addendum. The total of their proposal is \$41,450 and the estimated timeline would be 5-6 months.

Graef – Chairman Fuller informed the committee that these engineers created the village master plan. The total of their proposal is \$65,229 and the estimated timeline would be 5 months.

Mr. Mueller informed the committee that all these proposals are at various stages. Chairman Fuller informed the committee that there may have been confusion with the addendum, so we need to review the submissions more in detail.

Mr. Mueller inquired as to if the committee would need to use the same firm for the review and design. Chairman Fuller informed the committee that the committee would have the option to change firms at any time throughout the project and that is the advantage of breaking down this project into phases.

Chairman Fuller informed the committee members that they are all tasked with going home and reviewing the submissions and to come back to the meeting next week with questions for discussion.

### **c. Library Bay Boardwalk & Walkways Project Donation Campaign.**

Chairman Fuller inquired as to how can the committee get people interested in donating. Gary at the Sounder said he will do an article, but ads will cost money. Member Buchelt informed the committee that he is working on the thermometers and inquired about prime locations for them. Suggestions were given for placements at the bank, the school, Jacoby Memorial Park, the Library, and Bob McDermott Lakeview Park.

Chairman Fuller inquired as to would the committee members be interested in going out into the community and have a booth to show renderings to the public about the project. Suggestions were given of having a booth at Music in the Park, the Beach Bash, and Fall Fast.

### **3. Discussion on future agenda items.**

Memorial Park updates  
Grant Opportunities  
RFP

Wayfinding signs

**4. Adjourned at 6:37 pm.**

*Items on the Agenda may be taken out of order as listed. Created by Clerk Stephanie Waala on 03/19/2026.*

*WI Open Meeting Law (Wis. Stat. 19.83(2) and 19.84(2)) In general, the open meetings law grants citizens the right to attend and observe open session meetings of governmental bodies but does not require a governmental body to allow members of the public to speak or actively participate in the body's meeting. A governmental body is free to determine for itself whether and to what extent it will allow citizen participation at its meetings.*