



LOCATION OF MEETING: 96 RUSSELL DRIVE

Meeting Minutes

- 1. Call to Order, Roll Call:** Chairman Borchardt called the meeting to order at 7:00 am. Members present included Chuck Mueller and Dave Borchardt. Member Rachel Fuller attended virtually. Village employees present were Clerk/Treasurer Stephanie Waala.

Let it be known that there was a quorum of the Village Board as President Duane Urbanski was present at this meeting.

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

- a. November Credit Card Purchases**

Member Mueller inquired as to the Fire Department's purchase from Conway Shield. Clerk Waala informed the committee that the purchase was for helmets and shields.

- b. January Checks**

Mr. Urbanski inquired about the Dempsey Law traffic invoice and if this is still related to the DUI case. Clerk Waala pulled up the invoice and stated that it does not show the offenses just the individuals. So, she is unsure.

- c. January Receipts**

Member Mueller inquired about if the water and sewer revenues are tracking normal. Clerk Waala informed the committee that according to the budget variance we are currently low, but the village is also holding onto the balance for the group of users that do not pay their utility bills over the winter months.

- d. January Timesheets**

Chairman Borchardt informed the committee that they are still over budget on the overtime, and they need to get that down. He will speak with Peter about creating a comp plan to be used up in the same work week.

- e. January Budget Variance Reports**

Member Fuller inquired as to why the sewer interest expense is not a consistent percentage throughout the year. Clerk Waala informed the committee that the interest charge is because the loan payments

are not monthly payments. The loan payments go out in January, March, April, August, and November instead of every month. So, the variation throughout the year will be different.

Member Fuller inquired as to the DPW shop water/sewer bill being at 45% of their budget already. Mr. Urbanski suggested that it may be due to the excess water usage for brining and them not using the deduct meter. Clerk Waala said she will inquire with Peter.

Clerk Waala informed the committee that she noticed that the Building Inspector supplies account was high. She looked up prior to the meeting and noted that it was due to the Permitting Software. She needs to do additional research and determine if the invoice was not coded properly or if it was not properly budgeted for.

f. January Balances Report

Review was done and no item noted.

g. Request of Krier Foods

Mr. Urbanski informed the committee that he met with Krier Foods a couple of weeks ago. Claude Marbach is requesting a max payment each month and Mr. Urbanski informed him that he would present this request to the Finance Committee.

Chairman Borchardt informed the committee that he would recommend denying the request. This recommendation is based on the delinquent status of the monthly bill and the outstanding balance regarding the job order repayment.

h. Committee Pay

Chairman Borchardt informed the committee that it comes down to the efficiency of the meetings. Member Fuller informed the committee that there should be a minimum of meetings per committee each year.

Clerk Waala requested that there be a fixed schedule for each committee. Chairman Borchardt requested that there be a requirement for 90% attendance and requests for Clerk Waala and President Urbanski to come up with a salary schedule for the year.

Member Fuller requested other municipality comparables. Member Mueller additionally requested that they look into what is a comparable for the village president position.

i. CD renewals

Member Fuller requested that the two CDs be closed out and put into savings. Then a new CD be created for \$20,000 and the remainder stays in savings as the Random Lake Association intends to use some of the funds in 2026.

3. Future agenda items.

Committee pay.
Follow up on overtime.
Sewer industrial rates

DPW water/sewer bill so high
Quote for moving server.
Building inspector software allocation

4. Adjourned at 8:00 am.

Items on the Agenda may be taken out of order as listed. Created by Clerk/Treasurer Stephanie Waala on 03/05/2026.

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.