



LOCATION OF MEETING: 96 RUSSELL DR

Meeting Minutes

1. Call to Order, Roll Call: President Urbanski called the meeting to order at 6:00 pm. Village Trustees present included Barbara Ruege, Blaine Werner, Jamie Vorpahl, Duane Urbanski, Dave Borchardt, and Chuck Mueller. Trustee Rachel Fuller attended virtually at 6:06 pm. Trustee Blaine Werner left the meeting at 7:10 pm. Village employees present were Clerk/Treasurer Stephanie Waala.

2. Pledge of Allegiance

3. Discussion and Possible Action on the following:

Item moved up in the agenda.

c. Recommendation of the Finance Committee related to the Utility Bill Policy & Procedures.

Trustee Borchardt informed the board that the intent of this item is to separate business user classifications from residential users to allow for shutoff capabilities. Trustee Mueller informed the board that the PSC does not have restrictions related to business users for winter for shutoffs like what they have for residential users.

Trustee Mueller made a motion to approve as submitted, motion was seconded by Trustee Vorpahl. Motion carried 6-0.

d. Recommendation of the Finance Committee related to the Accounts Payable Policy & Procedures.

Trustee Borchardt informed the board that the committee is looking at their financial management policies. This procedure is not new, but for auditing purposes these procedures and controls should be put into writing.

Trustee Vorpahl made a motion to approve as submitted, motion was seconded by Trustee Ruege. Motion carried 7-0.

e. Recommendation of the Finance Committee related to Ordinance 2026-08, Village Board and Village Trustee Compensation.

Trustee Borchardt informed the board that the committee reviewed all of the surrounding communities, previous year payments, budgets, and prior year increases when determining these increases. The last increase for the trustee wages was in 2005, president wages was in 2008, and staff was in 2019. The proposed changes will be implemented when the individuals will be elected or appointed into a

position. The committee did not change the minimum time of attendance but did put in a request for a minimum of 90% for meeting attendance.

The base rate of the salary amount is calculated based upon the twice a month village board meetings and the committees meeting a minimum of once a month. The largest increase is for the village president, and this is because the village does not have an administrator. As the village president he attends not only the meetings that he chairs, but many of the committee meetings, meets with business owners, property owners, and hosts public meet and greets.

Additionally, the staff would receive a \$10 increase for each meeting attendance, and the Clerk/Treasurer would receive a \$20 increase for each meeting attendance due to the additional time and work put into each meeting.

President Urbanski informed the board that this is a topic that has been talked about at the finance committee for sometime now. Trustee Ruege informed the board that this position involves times and would like more people interested in becoming involved in the board. It should not be their only motivation but being compensated may entice applicants.

Trustee Werner informed the board that he would like to push this off to another meeting. Trustee Mueller informed the board that the Finance Committee is made up of members that are on different terms, and they were all in favor of these increases. Trustee Borchardt informed the board that this would incrementally be brought in over time so they can be financially responsible when it comes to budgeting.

Bill Goehring, Sheboygan County Supervisor, informed the board that he believes this would only be able to go into effect starting with the 2027 term due to the requirement of the deadline of this change to be done before the filing of nomination papers. Clerk Waala informed the board that she will verify with the state and the village attorney.

a. Recommendation of the Public Works Committee related to the 2026 road projects.

Mustafa Emir, Village Engineer, informed the board that the 2026 Projects Financial Plan was talked about last year and the Public Works Committee was presented three options of road projects to do in 2026. Unanimously the committee chose to start off the program with the downtown project which includes hard surfaces which they will be leveraging county services to help with the costs. The proposal includes the estimated engineering, water, and sewer breakdown costs of the project. They will additionally coordinate with the railroad to rebuild the 1st and 2nd street crossings.

Trustee Borchardt inquired as to how will the financing be done for this project. President Urbanski informed the board that Ehlers will breakdown the type of funding needed for each type of the project and present it to the board later.

Trustee Borchardt inquired as to if there will be an engineering discount for the project. Engineer Emir informed the board that there will be a discount because the county will be the main contractor, and they will not need very much oversight for the project.

Trustee Werner made a motion to approve the recommendation to approve the downtown road project for 2026 as presented, motion was seconded by Trustee Borchardt. Motion carried 7-0.

b. Update related to the Bandstand at Bob McDermott Lakeview Park.

Engineer Emir informed the board that the project started with a freestanding structure sitting on a concrete slab with minimal engineering but now there is a proposal for a more involved structure expansion to the pavilion. Currently, he has stopped and is looking for further direction on what to do from the board.

President Urbanski informed the board that the donor is not willing to pay for new engineering drawings for this second proposal. He believes Trustee Werner indicated that he would pay for the engineering costs himself for these drawings. Trustee Werner informed the board he believes there are grants out there that would be available to pay for this project. Trustee Fuller informed the board that she does not know of any grants available that would pay for this part of the project.

Engineer Emir informed the board the final cost is a concern and the reluctance to continue the conversation is that now an architect would need to be hired. He had previously presented an idea of putting the bandstand by the concession building and building a tiered amphitheater into the hill. Trustee Ruege informed the board that she does not want to haphazardly build and has originally talked about sound concerns.

Trustee Werner informed the board that his concern is about taking up green space and the grass not growing back. Trustee Mueller informed the board that sod would be a perfect solution to the grass not growing back.

Mike San Felippo, 320 Maple Ct, informed the board that it would not be a deal breaker for it were not to be put in by Spring. Putting in a second access road is key, so that people stop using the road by the beach when it is packed. An estimate for a sound study is \$50,000. Changing direction of the bandstand would project it into town instead of out of town. Trustee Fuller informed the board that the intent of the sound study was based on improving acoustics.

Trustee Borchardt informed the board that his only request would be that it be architecturally compatible with the other structures in the park. Engineer Emir informed the board that the best path is to have the donor hire someone who is not the village engineer to construct this project.

Trustee Ruege suggested that someone from the LPR committee go to Solu and speak with the owner about the construction of their bandstand.

c. Recommendation of the Finance Committee related to the Utility Bill Policy & Procedures.

Moved to earlier in agenda.

d. Recommendation of the Finance Committee related to the Accounts Payable Policy & Procedures.

Moved to earlier in agenda.

e. Recommendation of the Finance Committee related to Ordinance 2026-08, Village Board and Village Trustee Compensation.

Moved to earlier in agenda.

f. Recommendation of the Finance Committee related to Ordinance 2026-09, Boards, Commissions, and Similar Bodies Compensation.

No discussion and no action taken.

g. Recommendation of the Finance Committee related to Employee Handbook updates.

No discussion and no action taken.

h. Recommendation of the Village Clerk related to Ordinance 2026-10, Committees.

Clerk Waala informed the board that while reviewing the ordinances she found an error regarding the Beautification Committee and that it is not a committee made up of three trustees, but of a combination of trustees and public members. In the packet is the proposed changes to show those corrections.

Trustee Borchardt made a motion to approve as submitted, motion was seconded by Trustee Vorpahl. Motion carried 6-0.

i. Consent Agenda

1. February 2026 Sheriff's Department Report

Trustee Borchardt made a motion to approve as submitted, motion was seconded by Trustee Mueller. Motion carried 6-0.

2. March 2, 2026, Meeting Minutes

Trustee Mueller made a motion to approve as submitted, motion was seconded by Trustee Ruege. Motion carried 4-0, Trustee Vorpahl and Borchardt abstained.

3. March 17, 2026, General Checks

Trustee Borchardt made a motion to approve as submitted, motion was seconded by Trustee Mueller. Motion carried 6-0.

4. March 17, 2026, Utility Checks

Trustee Vorpahl made a motion to approve as submitted, motion was seconded by Trustee Ruege. Motion carried 6-0.

5. March 17, 2026, Fire/Ambulance Checks

Trustee Borchardt made a motion to approve as submitted, motion was seconded by Trustee Mueller. Motion carried 6-0.

6. April 2026 Newsletter

Clerk Waala informed the board that an updated version has been presented due to a duplicate section of the Public Works committee. Trustee Fuller requested meeting dates and times be added to the calendar.

Trustee Borchardt made a motion to approve as submitted, motion was seconded by Trustee Mueller. Motion carried 6-0.

4. Staff and committee reports:

- a. **Village Hall:** absentee ballots were mailed out on Tuesday, met with representatives of Johnson Bank who financed the E Shore Lift Station project as they are interested in presenting investment opportunities to us, picking up our annual golf cart stickers and a reminder is in the newsletter that they are available for purchase. Upcoming – Carissa will be conducting voting at Gales on the Pond, in person absentee voting begins at village hall starting next Tuesday, public testing of voting equipment is April 1st, will be working with IT personnel on the internet prevention issues for the future. Others – still looking for recruits for high school poll workers as at this time no one has applied, village hall will be open April 3rd, but DPW services will be closed.

- b. **Public Works** – written report given.

- c. **Committees**
 - Personnel – meeting on Monday
 - Public Safety – awaiting application before meeting
 - Beautification – RPF was received for Library Bay walkways, memorial park updates, wayfinding sign updates, grant programs

- d. **Fire Department** – read written report

- e. **President** – thanked the DPW for the snow cleanup, congratulated the fire department personnel on their anniversaries, reminded residents to sign up for email water billing.

5. Public Comments on non-agenda items (limit 3 minutes per speaker, please state your name and address)(no back-and-forth commentary is allowed during this item as the public comment item being addressed is not listed on the agenda).

Mike San Felippo, 320 Maple Ct, thanked the board for upholding the sidewalk ordinance as everyone in the village has a right to walk on those sidewalks.

6. Discussion on future agenda items.

None.

7. Adjourned at 7:28 pm.

Items on the Agenda may be taken out of order as listed. Created by Clerk/Treasurer Stephanie Waala on 03/25/2026.

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.