



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, Chuck Mueller, and Rachel Fuller. Village employees present were Clerk/Treasurer Stephanie Waala, DPW Director Peter Lederer, and Fire Chief Pat Depies.

2. Pledge of Allegiance

3. Discussion and Possible Action on the following:

a. **Updates to the Village of Random Lake Emergency Response Plan**

President Urbanski informed the board that he requested these updates for personnel listed in the plan. Additionally, he requests that an annual review be done by the Public Safety Committee.

Trustee Werner informed the board that some of the locations listed in the plan need to be informed they are listed and the committee should look for alternative locations.

b. **Recommendation from the Public Safety Committee related to Orth Dr speed limits.**

Trustee Mueller informed the board that the committee was concerned about if they were allowed to lower the speed limits within the village but received confirmation from the attorney and they can proceed. The committee would like to do speed reductions instead of speed bumps.

c. **Recommendation from the Public Safety Committee related to Carroll St speed limits.**

Trustee Mueller made a motion to reduce the speed limits on Carroll St and Orth Dr from 35 mph to 25 mph, motion was seconded by Trustee Vorpahl. Motion carried 7-0.

d. **2025 Budget Review.**

Trustee Borchardt informed the board that the Finance Committee has reviewed these reports and wanted to present them to the board to see the overall review of 2025. Notes have been added to explain items that were over or under budget.

e. **Long Term Debt Review.**

Trustee Borchardt informed the board that the report being presented is the breakdown of all of the current village debt. The documentation shows the beginning balance, yearly payments, interest rates,

ending dates, and the funds they are related to. This document can be used to shows future expenses for the next coming years budgets.

f. **Fund Investments.**

Trustee Borchardt informed the board that this report shows the financial balances for all accounts and notes have been added if there was a substantial change from January to December.

g. **Recommendation from the Plan Commission related to Ordinance 2026-02, Architectural Review Board.**

President Urbanski informed the board that the Plan Commission is cleaning up language after the combination of the two boards.

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

h. **Recommendation from the Plan Commission related to Ordinance 2026-03, Plan Commission.**

President Urbanski informed the board that the Plan Commission is cleaning up language after the combination of the two boards.

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

i. **Recommendation from the Plan Commission related to Ordinance 2026-04, Building Permits.**

President Urbanski informed the board that the Plan Commission is cleaning up language after the combination of the two boards.

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

j. **Recommendation from the Plan Commission related to Ordinance 2026-05, Boundaries, Appeals, Signs, R-1 Single Family Residential District, R-2 Two-Family Residential District, R-4 Three-Family or Multifamily Residential District, R-5 R-PUD Residential Planned Unit Development District, C-1 General Commercial District, C-2 Highway Commercial District, C-3 Neighborhood Commercial District, M-1 Limited Industrial and Business Park District, and C-4 PUD Commercial Planned Unit Development District.**

President Urbanski informed the board that the Plan Commission is cleaning up language after the combination of the two boards.

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

k. **Consent Agenda – items within the consent agenda can be considered individually if the Village Board chooses to do so:**

1. December 2025 Sherriff’s Department Report

2. **January 5, 2026, meeting minutes**
3. **January 20, 2026, General Checks**
4. **January 20, 2026, Utility Checks**
5. **January 20, 2026, Fire/Ambulance Checks**
6. **January newsletters and inserts**

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

4. **Staff and committee reports:**

- a. **Village Hall:** updating the website with items that did not carry over from the previous website; receipted nomination papers for the April election and selected the ballot order; started the auditing process as we have been uploading documents to the auditors system and personnel came on site on the 14th; attended monthly clerks meeting at the Town of Holland; attended a League of Municipalities clerk meet-up zoom meeting; processed village W-2's and 1099's; installed new phone system for the office; Carissa conducted the monthly lunch and learn where the employees helped her pack away 2024 and 2025 records. Upcoming – finishing updates and uploads on the village website; conducting annual employee benefits audit and reporting; working on creating welcome packets for new residents; Carissa is running the bi-annual Fire Dept payroll; attending a one-day class at Fox Valley Technical College.
- b. **Public Works:** several snow operations; took down holiday decorations; Christmas tree collection; picked up new bumpers for the piers; hauled salt in from the county; going over summer equipment; repairs on snow equipment; sludge drying at WWTP; pump repairs at well houses and WWTP; E Shore Lift Station construction delayed a month due to supplies. Upcoming – working on water audit; snow plowing; working on equipment WWTP employee starting next week; ice rink opening.
- c. **Committees**
 - Public Works – meeting Wednesday at 4:30 pm
 - Lake, Parks, and Recreation – did not meet
 - Beautification – meeting next week Tuesday
- d. **Fire Department:** read written report
- e. **President:** parking restrictions will be in effect tomorrow; thanked the DPW for snow plowing; thanked the fire dept personnel with anniversaries.

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*).

Courtney Kell, 316 Maple Ct – inquired as to if the village would consider doing alternate side parking for winter parking.

Susan Plagemann, 319 Maple Ct – inquired as to what is the standard on dead end roads was for snow

plowing and does not like how it is being done; inquired as to what is the guidelines for unregistered vehicles in the village.

- 6. Consider and Act by Roll Call Vote to Enter into Closed Session for the following:**
 - a. Pursuant to SS. 19.85(1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Random Lake Fire Department).**

Trustee Ruege made a motion to move into closed session at 6:50 pm, motion was seconded by Trustee Vorpahl. Motion carried 7-0.

- 7. Reconvene to Open Session Pursuant to SS. 19.85(2).**

Trustee Borchardt made a motion to move into open session at 7:05 pm, motion was seconded by Trustee Mueller. Motion carried 7-0.

- 8. Discussion and Possible Action on closed session item(s).**

No discussion and no action taken.

- 9. Discussion on future agenda items.**

None.

- 10. Adjourned at 7:06 pm.**

Items on the Agenda may be taken out of order as listed. Created by Clerk/Treasurer Stephanie Waala on 01/30/2026.

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.