

Village of Port Edwards

Agenda REVISED

Village of Port Edwards Board Meeting
Tuesday, November 14, 2023
Marshall Buehler Center, 7:00 p.m.

Join Zoom Meeting: <https://us06web.zoom.us/j/85244696062?pwd=QsVmWszOGkp6UmGamtVdOCNgIHxIWb.1>

Meeting ID: 852 4469 6062

Passcode: 686366

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- 1) Call to order.
- 2) Roll call.
- 3) Pledge of Allegiance.
- 4) **MOTION** to Approve the Consent Agenda
 - a. Meeting minutes of October 10, 2023 Board meeting, October 26, 2023 Committee of the Whole and November 6, 2023 Committee of the Whole.
 - b. Monthly bills and previous month's journal entries.
- 5) Public comment on agenda items.

Public participation and comments are encouraged and valued. Each citizen that requests to speak shall give their full name for the record and this will be included in the minutes. Each meeting shall include a public comment section. The individual or group representative shall have 3 minutes to address the Board. Their comments can be answered directly by a Trustee if it is deemed appropriate.
- 6) President's Report:
- 7) Commission/Committee Reports:
 - a. Airport Commission
 1. Review proceedings of the commission
 - b. Police and Fire Commission
 1. Review proceedings of the commission
 - c. Nepco Lake District
 1. Review proceedings of the district
 - d. Public Works Committee
 1. Committee Chairman's Comments
 - e. Public Safety Committee
 1. Committee Chairman's Comments
 - f. Parks and Recreation Committee
 1. Committee Chairman's Comment
 - g. Planning, Legislative, Property & IT Committee
 1. Committee Chairman's Comments
 2. **MOTION** to hire surveyor to commission an assessor's plat to resurvey the parcels of the dissolute Port Plaza Condo Plat and 140 Market Avenue and adjoining properties.
 - h. Finance and Human Resources Committee
 1. Committee Chairman's Comments
- 8) MOU Community Resource Officer. **MOTION** to enter into an Agreement with Port Edward School District to create a Community Resource Officer position.

- 9) Enter into closed session per §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* to discuss 241 Market Avenue and take possible action.
- 10) Exit closed session and take any action coming out of the closed session.
- 11) Unfinished Business from previous meeting.
 - a. Floor is open to any Trustee to discuss any old topics with updates and committee or issue referral. recommendations, *NO Motions can be proposed.*
- 12) New Business.
 - a. Floor is open to any Trustee to discuss any late breaking business or issues that need to be referred to a committee for discussion/action. *NO Motions can be proposed.*
- 13) Report from Village Administrator.
- 14) Report from Clerk/Treasurer.
 - a) **MOTION** to authorize a Public Hearing for the 2024 Village budget as presented at the meeting. The public hearing will be held on December 5, 2023 at 7:00 p.m.
 - b) **MOTION** to move the December Board meeting to December 5, 2023 for taxing purposes.
- 15) Trustee Comments.
- 16) Committee meeting calendar.
- 17) Call for Adjournment.

Betsy Mancl, Village President

The Village Board meeting was held at the Marshall Buehler Center and also set up as a conference call meeting and Zoom meeting. The number to call in: 715-423-6698; 5-digit conference ID: 02067.

The agenda for this meeting was posted on the Municipal Building door, the entrance of the Police Department/Marshall Buehler Center, and at Nekoosa Port Edwards State Bank in Port Edwards, as well as on the Village website.

The Village Board meeting was called to order by President Mancl at 7:00 p.m.

Present: President Mancl, Trustees Grunden, McGregor, Moore, Radtke & Zurfluh

Absent: Trustee Saylor (excused)

Also Present: J. Worden, Duane Gau (ZOOM), D. Tremmel

Citizens: Jeremy Sickler (Airport Manager), Paul Tranel, Eric Hummel, Scott Harrington and Scott Heacock (Vandewalle & Associates), Joe Moore, Alex Dashkovsky and Mr. DeMinga, Owner (DMI Acquisitions).

Motion (Zurfluh/Grunden) to approve the Consent Agenda (meeting minutes from September 12, 2023 Board Meeting and to approve monthly bills and the journal entries for the previous month). Motion carried. All ayes.

Public Comment: None

President's Report: Reminder that Trunk or Treat is scheduled for October 25th. Two more trunks are needed to meet the requirement of five. Trick-or-Treating will be on Halloween, October 31st, from 5:00 p.m. to 7:00 p.m.

Airport Commission: Trustee Zurfluh introduced Jeremy Sickler, Airport Manager. Mr. Sickler gave a brief report on the Airport Commission's 2024 budget, along with completed, existing and planned projects, as well as activities for the airport. He also provided an overview of the fuel sales for the past two years.

The representatives from DMI stated that they have been meeting with Vandewalle & Associates, as well as Duane Gau, Interim Village Administrator for the past month and a half. The present goal is to get the job site ready for winter. They plan to start demolition work next March or April and have the demolition complete within 6 to 7 months after commencement. They are working with a demolition company from Chicago but are not currently under contract. Before demolition work begins, they will need to obtain permits from the DNR, FERC (Federal Energy Regulatory Commission), the Village of Port Edwards, and the State of Wisconsin.

Police and Fire Commission: No minutes.

Nepco Lake District Update: Eric Hummel stated that they harvested 40 acres of weeds and hauled out 250,000 pounds of weeds. The results of an aquatic plant study will be given at a public hearing scheduled for November 6th. In January or February of next year, they will develop a lake plan. Beginning October 20th, the Lake District will have its own website. Lake District fees have been approved and will be placed on each municipality's tax bill. They are working with DNR and others to improve the water quality of the lake. Mr. Hummel asked if the Village could improve the kayak landing to make it more accessible for getting the kayak from the water to the land.

Public Works: Review of minutes.

Public Safety: Review of minutes.

Motion to recommend a 5-person ad hoc committee to review the Port Edwards Fire Department bylaws. Motion carried 4-2 (no – Moore, Zurfluh). The ad hoc committee members will be Trustee McGregor, Chief Worden, Duane Gau – Interim Administrator, Scott Stewart and Village resident Dustin Lease.

Parks & Recreation: Review of minutes.

Planning, Legislative, Property & Information Technology: No meeting held.

Finance & Human Resources: Review of minutes.

Motion (Radtke/Grunden) to approve the estimated TF expenditures for proposed road projects through 2029. Motion carried. All ayes.

Motion (Radtke/Zurfluh) to approve proposed garbage collection fee of \$186.32 for 2024 and 2025. Motion carried. All ayes.

Motion (Radtke/McGregor) to approve a 4-year contract renewal with Wisconsin Rapids Ambulance Service at the rate of \$25/capita for 2024 and 2025 (\$45,450) and \$26/capita for 2026 and 2027 (\$47,268). Motion carried 5-0 (abstain - Manc).

Unfinished Business: Trustee Radtke questioned the damage to the squad of over \$7,000. He asked that Board approval be required as to whether the squad is kept or sold.

Trustee Moore felt that without a full-time Administrator, some employees who are doing extra work should be compensated.

New Business: None

Village Administrator Report: Interim Administrator Gau stated that it is important to realize that we spend within our budgeted numbers. He also stated that outside contracts need to be reviewed.

Clerk-Treasurer Report: None

Communications: None

Trustee comments: Trustee Zurfluh stated that if the damaged squad is kept, it must be fixed, and that would require Board action.

Meeting adjourned at 8:31 p.m.

Minutes taken by Diane M Tremmel, Village Clerk-Treasurer

The following Village bills were approved for payment:

Abts Grubofski & Vruwink LLC-legal fees retainer	1000.00
Ace Hardware-misc. expenses	327.02
Advance Janitorial Service & Supply-monthly statement	218.93
Ag Source Coop Services-wastewater testing	1847.25
Alliant Energy-monthly statement	6337.31
American Welding & Gas Inc-fire health & welfare	38.14
Anderson O'Brien LLP-legal counseling	1102.50
Brady Reiman-work related work gear	99.16
Bullseye Golf Club-police conferences	209.87
Chemtrade Chemicals US LLC-chemicals	6582.26
Cintas Corp-monthly statement	1488.30
Crane Engineering-maint of wastewater equipment	10652.00
Diversified Benefit Services Inc-health insurance deductible reimbursement	1599.72
Diversified Benefit Services Inc-October health reimb arrangement	100.00
Duane Gau Municipal Services-administrator expense	4331.25
Galls LLC-police duty gear	322.94
Grainger Inc-snow & ice control	228.13
James Leiser-unused sick leave health insurance reimb	196.91
Kim Holcomb-petty cash	30.70
Mark Brandt-work related safety gear	100.00
Melody Moody-Zuege – refundable shelter deposit	25.00
Metcalf Lumber-snow & ice control	56.16
Mulcahy Shaw Water Inc-maint of wastewater equipment	1078.43
Napa Auto Parks/Nekoosa-street machinery	172.85
Piggly Wiggly-fire meeting expense	58.11
Port Edwards Water Utility-quarterly bills	5234.55
Postmaster/US Postal Service-postage stamps	330.00
Safe Step LLC-repair sidewalks	4921.54

Scott Drew-reimb police range/weapons	91.72
Solarus-monthly statement	1263.20
State of Wisconsin-September court report	207.40
Tara Jensen-refundable shelter deposit	25.00
The Dirks Group LLC-information systems	36.30
Tractor Supply Credit Plan-cemetery; tools & supplies	82.98
WI Environmental Improvement Fund-interest payment on WW plant loan	2529.23
Wis. Dept. of Administration/Milw-monthly website hosting	65.00
Wood County Treasurer-September jail assessment	70.00
Prosperity Grants (Jessica Planer)-fire dept grants services	250.00
Abts Grubofski & Vruwink LLC-add'l 3 rd quarter legal fees	350.00
Alliant Energy-monthly statement-2 months (140 Market Ave)	164.20
Amoco-monthly statement	1714.31
Andrea Weiland-police & fire comm 9/11	25.00
BGA LLC-November building inspection services	2000.00
Carquest Auto Parts-small equipment	16.44
CNA Surety-cashier's bond	100.00
Core & Main-chemicals; maint of hydrants	663.67
Corey Shaffer-police & fire comm 9/11	25.00
Country Sports Inc-snow blower edge	93.15
Diversified Benefit Services-health insurance deductible reimbursement	329.09
Fastenal Company-tools & supplies	479.59
Gerald Blum-police & fire comm 9/11	25.00
Insight FS-street machinery	1.65
Leo Thomasgard-police & fire comm 9/11	25.00
Lonn Radtke-unused sick leave health insurance reimbursement	295.48
Lori & Friends Catering LLC-fire prevention (cookies for school presentation)	460.00
Marco Technologies-copier monthly contract	41.77
MSA Professional Services Inc-STH 54 & 73 crossing concept (411-Legacy)	4770.00
Municipal Well & Pump-maint of pumping plant	15580.00
Nekoosa Port Edwards State Bank-October direct deposit fee	50.00
Pomp's Tire Service Inc-street machinery	877.52
Principal Life Insurance Co-November premium	55.80
Quest LLC-design work for 2 nd St projects (TIF)	9964.39
Quill LLC-misc office expenses	246.06
Scott Stewart-police & fire comm 9/11	25.00
Security Health Plan-monthly statement	27969.39
The Dirks Group LLC-Microsoft 365 & backup (May)	531.30
Tool Shed-fire equipment replace & maint	139.95
Vandewalle & Associates-monthly statement (TIF)	8738.20
Verizon Wireless-monthly statement	374.25
Wausau Chemical Corporation-chemicals	5017.41
We Energies-monthly statement	153.83
Wis Dept of Revenue/Milw-2023 manufacturing assessment	595.15
Wis Valley Building Products-tools & supplies	24.75
WM Corporate Services Inc-monthly statement	9595.35
Wolosek Landscaping-landscaping around digital sign	131.40
Wood County-IT Dept – information systems support	187.50

Wages & Salaries – October wages**61840.69****The following Water Utility Bills were approved for payment:**

Ag Source Coop Services-water utility testing	139.77
Alliant Energy-monthly statement	2466.81

Badger Meter Inc-Orion Cellular Serv Units; Beacon hosting	17.06
Core & Main LLC-maint of hydrants	1490.00
Current Technologies-outside services employed	189.80
Mailboxes & Parcel Depot-testing	15.48
Motors and Controls of Wisconsin-maint of pumping plant	468.52
Public Service Commission of Wisconsin-assessment	455.14
Quill LLC-envelopes for water bills	149.98
Water Works & Lighting Commission-water tests	50.00
Wausau Chemical Corporation-chemicals	1044.04
WI State Lab of Hygiene-testing	28.00

Building Permits:

Andrew & April Nelson-plastic shed
Josiah Brandt-new siding on house and garage
Erie Construction Midwest/Herb & Lisa Hamre-replace shingles
Wiskerchen Construction/Sunset Point Nepco Lake LLC-fence
Dylan Schudy-shed

Electrical Permits & HVAC Permits: None

Plumbing Permits: None

Excavation Permits:

We Energies-install new gas service via trench (1241 E Shore Trail)
TAK Communications WI LLC-bore to place conduit & fiber (Edwards Ave/2nd St)
We Energies-install new PE service via trench (1241 E Shore Trl)
Solarus-buried cable construction

Zoning Permits: None

The Committee of the Whole meeting was called to order by the Village President at 4:01 p.m. at the Marshall Buehler Center.

Present: President Mancl, Trustees Grunden, McGregor, Moore, Radtke & Saylor

Absent: Trustee Zurfluh (excused)

Also Present: J. Worden, S. Drew, D. Gau (Interim Administrator), D. Tremmel

Citizens: Eric Hummel

Public Comments: None

Village President's Comments: None

A draft of the 2024 Budget was presented. Still waiting for apportionment levy amounts from Wood County and the Port Edwards School District. Interim Gau stated that it is a tight budget and that certain items were removed from the original draft, including \$100,000.00 that was to be put into the 407 Fund (Public Works Infrastructure – Roads), over \$25,000.00 removed from roads and streets expenses, salary removed for a fourth officer, and unassigned funds decreased from \$200,000.00 to \$100,000.00.

Interim Gau presented options for the Village Administrator position. He felt the Village should keep the Administrator position, but it would not necessarily need to be a full-time position. It was decided that the Village would keep Duane Gau on as Interim Administrator for now.

There was discussion regarding a fourth officer position. Interim Gau stated that he had discussions with James Bena, District Administrator of the Port Edwards School District. He requested specific funding for a Community Resource Officer (CRO). The anticipated cost would be \$130,000 per year. The school is considering paying \$60,937.50 toward the cost for next year (9 months – 25 hours per week in the schools). The remaining cost would be \$69,062.50. There was a consensus that police presence was needed in the schools, but the question was how it would be funded.

Motion (Grunden/McGregor) to go into closed session per §19.85(1)(c) at 5:55 p.m., to discuss the proposed 2024 budget pertaining directly to employee performance and compensation. Motion carried (roll call vote – all ayes).

Motion (Grunden/McGregor) to come out of closed session at 6:02 p.m. Motion carried. All ayes.

A Committee of the Whole meeting will be scheduled for November 6th at 5:00 p.m. to continue budget discussions.

Meeting adjourned at 6:11 p.m.

Minutes taken by: Diane Tremmel, Clerk-Treasurer

VILLAGE OF PORT EDWARDS
Port Edwards, Wisconsin

COMMITTEE: Planning,
Legislative, Property,
Information Technology

DATE: October 30, 2023

TO: BETSY MANCL

cc: JOSEPH ZURFLUH
DAILY TRIBUNE
WFHR/WGLX
JASON WORDEN

ERIK SAYLOR
CALEB MCGREGOR
SCOTT DREW
LONN RADTKE

JEN MOORE
TIARA GRUNDEN
NICK ABTS

Purpose of Meeting: **Regular Monthly Meeting**

Attendance: T. Grunden, C. McGregor, J. Moore, B. Mancl, Atty. N. Abst & Interim Admin. D. Gau
Citizens:

Subjects Discussed, Action Taken, and Board Action Required:

1. ***Call to order:*** Meeting called to order by Grunden at 5:02 p.m.
2. ***Roll Call:*** All Present.
3. ***Approve the Agenda:*** **MOTION** (Grunden/McGregor) to approve the agenda. All ayes.
4. ***Approve the minutes of previous month's meeting:*** **MOTION** (Grunden/Moore) to approve minutes of the September 5, 2023 meeting. All ayes.
5. ***Public comments on agenda items:*** Jen Oswald updated committee on the timeline regarding the start up of Mission Coffee in Port Edwards. Her statement will be attached to the minutes.
6. ***Committee Chairman's comments:*** None
7. ***Public Information Meeting:*** Attorney Abst and Interim Admin. Gau presented the challenges and potential remedies of the Port Plaza Condo Association.
8. ***Discussion and action:*** **MOTION** (Grunden/Moore) to recommend to Village Board to hire surveyor to commission an assessor's plat to resurvey the parcels of the dissolute Port Plaza Condo Plat and 140 Market Avenue and adjoining properties.

9. *Enter closed session per §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* to discuss 140 Market Avenue and 231/241 Market Avenue and take possible action. **MOTION** (Grunden/Moore) to enter into closed session. All aye.
10. *Exit closed session and take any action as a result of the closed session:* No motions from closed session.
11. *Discuss old business:* None.
12. *Discuss new business:* None.
13. *Correspondence received:* None
14. *Future Agenda Items:* None.
15. *Next meeting date:* Not determined.
16. *Adjourn:* Adjourned.

Tiara Grunden – Chairman

MISSION COFFEE: PORT EDWARDS PROPOSAL AND PLAN

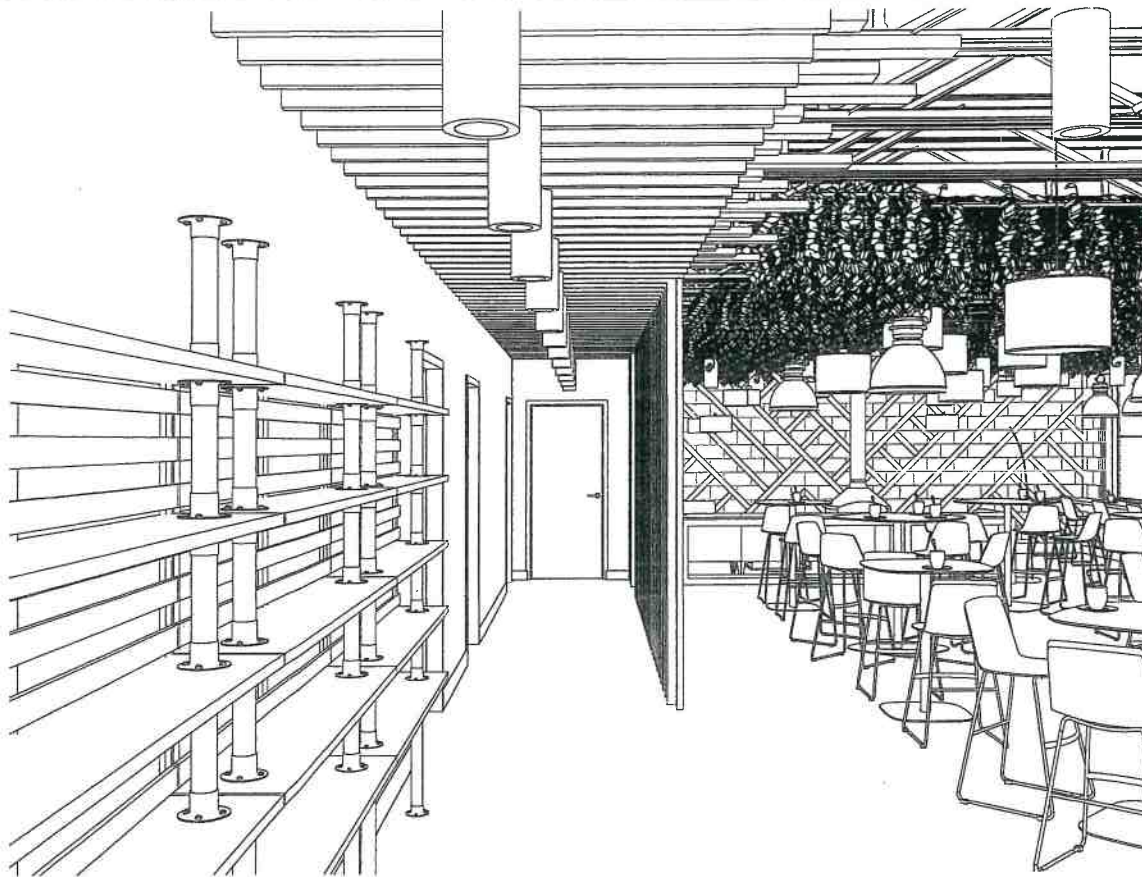
1. Currently have a storage unit full of equipment, furniture, supplies. Add to it weekly.
2. MSTC location will remain open and a great partner to what will become our main store. We've seen tremendous growth at that location and will continue to provide the Mission Experience on campus as long as they'll have us.
3. Breakfast and Lunch hours, Monday-Saturday. Closed Sundays. Plan to have hours the allow for local students to have a safe and fun spot to hang out after school. Also, open to school-to-work program for middle and high school students.
4. A nod to the mill history (lots of those worked in!) "Mission Coffee: Third Shift" with evening hours and menu, craft beer and wine. Friday Night Light Specials when the Blackhawks have home games. Open to partnering for Prom or Homecoming events.
5. VIP: Very ImPORTant Professionals Program –(Other Mission locations call it their Windows of Opportunity Program) Featured on website.
6. Website to go live December 1.
7. "Meet Your Neighbor" Program. Great way to build even deeper connections with village residents and guests. Also, featured on the website. CAe
8. Mission Community Giveback – For every bag of retail coffee we sell, \$1 goes back into the community. Buyer gets to choose which organization it goes to. So far, Scentrail Bark and Best Christmas Ever have been chosen as organizations. Will choose 4 more.
9. Fund Raising program – Coffee bean sales can help local groups and organizations raise money. Bags are pre-sold and \$5 from each bag goes directly back to the org.
10. Evening events and partnerships on Monday and Tuesday evenings. MSTC Continuing Education classes, private events, fund raisers, etc.
11. Milltown Mercantile: Retail shopping experience, locally crafted items, local food items, Mission merchandise, partner product lines.
12. Small business incubator space. – 1st business lined up! – Adornment: Upscale Thrift and Clothing Boutique. Possible expansion into other vacant parcels in Port. Provide a unique shopping experience for village residents, small business owners get a low risk start to their business and access to mentors, business grows and (hopefully!) expands to own storefront, opening up the opportunity for another small business. Mission Coffee generates some revenue by renting that small space and capitalizes on additional traffic. Win, win, win!
13. Outdoor seating area – A beautiful, garden-like setting with the addition of a trellis full of pollinator friendly plants. Great fit with the monarch garden!
14. Visitor Center possibilities! Plover store is official Visitor's Center for Plover. We are open to creating a custom experience for Village visitors. Customized picnics that highlight the area and draws visitors in. 10% given if you bring in a receipt from ANY Port business, same business day. Website will feature Port Edwards events.
15. Annual Main Event planned: "Pumpkin Spice 5K" – Will bring racers and spectators to the Village and the race will have stops for every featured giveback organization.

Runners will be given \$25 in runner bucks to donate to the org of their choice throughout the race. Pumpkin Spice lattes at the end. ☺

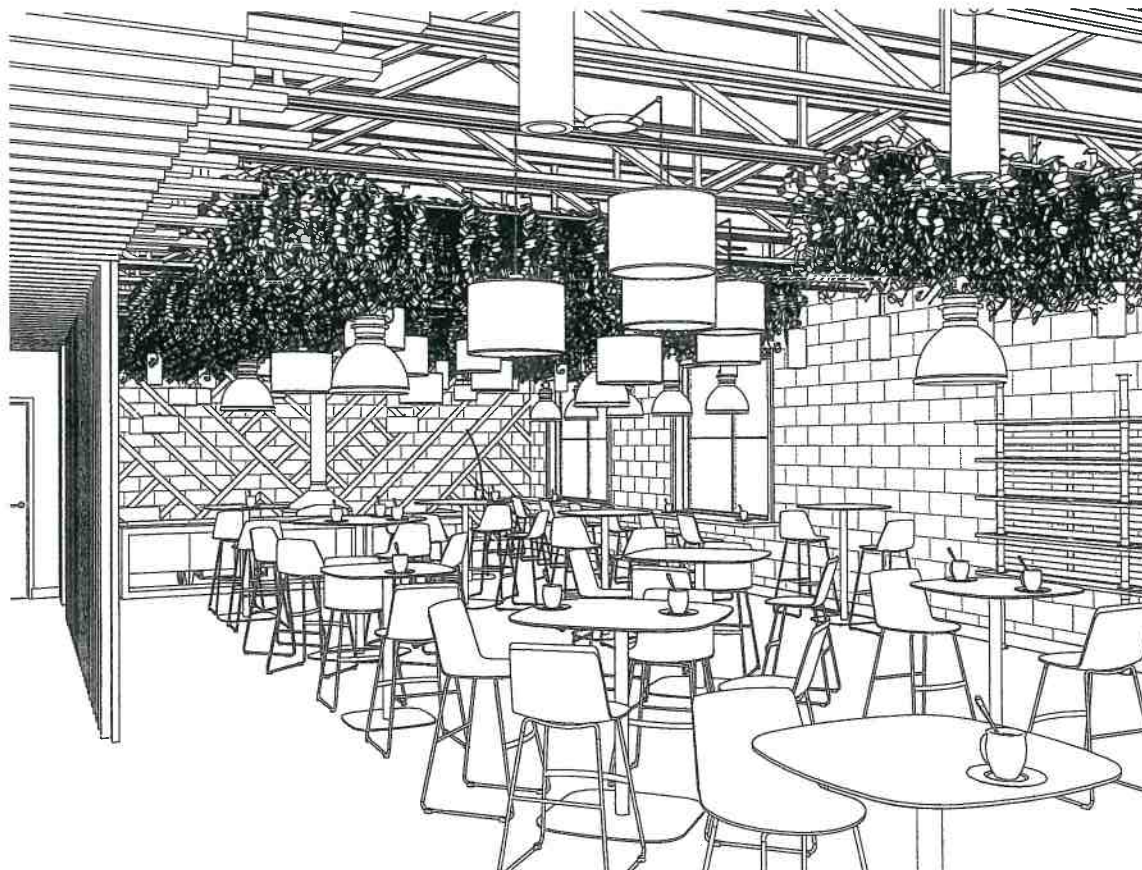
16. Essentially, we know we can bring tremendous value to the village and we would love to be your partner in enhancing your downtown area with community, connection and a quality product and experience!

How you can support moving this forward:

1. Get a Developer's Agreement completed with terms that benefit us both.
2. PLEASE submit a CDI grant on our behalf, when appropriate. This grant has to be applied for by the municipality and can only choose one project per year.
3. Spread the word that things are coming together. We can both help to keep the narrative a positive one!
4. Crowd Sourcing Initiative will be launching with the website going live. If someone wants to invest in this project financially, they can do so through that campaign. Again, spread the word!
5. Buy everyone you know coffee this Christmas. ☺ We will be launching a holiday coffee sale with ALL the profits going to the expansion. \$11/bag of fresh roasted beans. \$5 from each bag goes to the expansion.

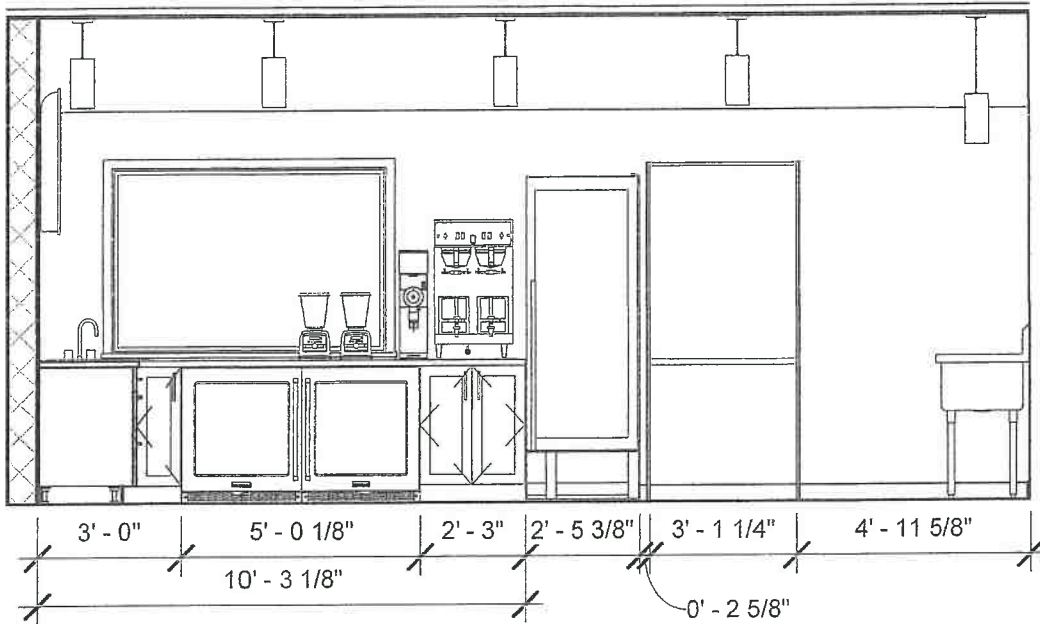


① HALL

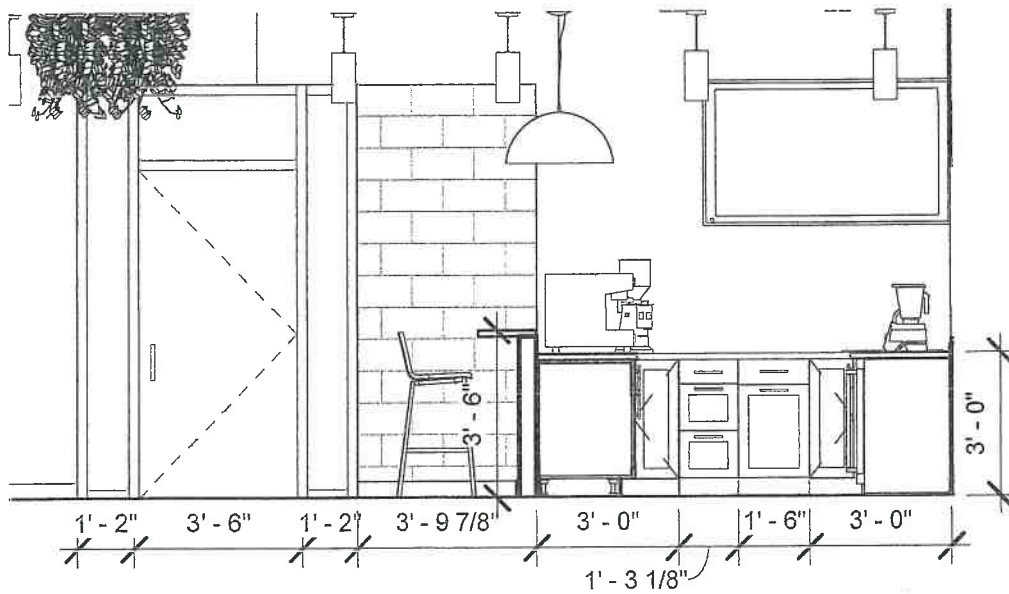


② COFFEE LOUNGE

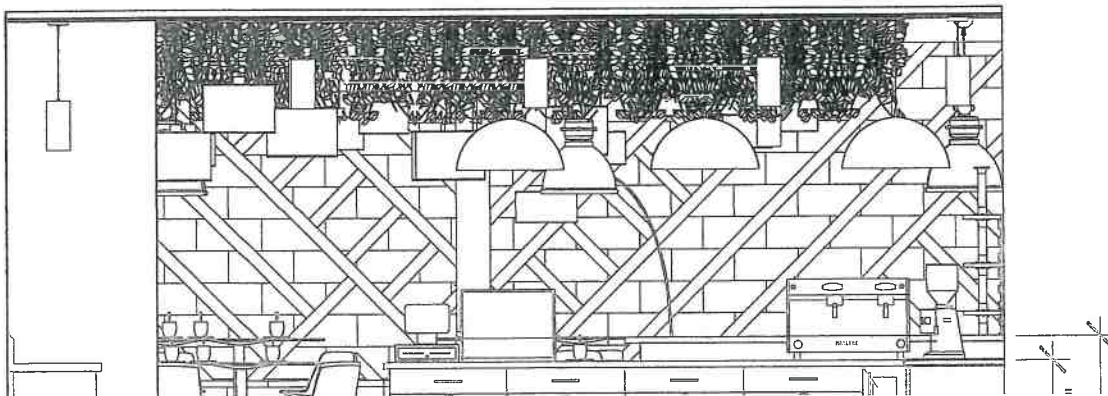




① COFFEE BAR ELEVATION 1
1/4" = 1'-0"



② COFFEE BAR ELEVATION 2
1/4" = 1'-0"



VILLAGE OF PORT EDWARDS
Port Edwards, Wisconsin

COMMITTEE: Public Safety

DATE: November 2, 2023

TO: BETSY MANCL

cc: JOSEPH ZURFLUH
DAILY TRIBUNE
WFHR/WGLX
JASON WORDEN

ERIK SAYLOR
CALEB MCGREGOR
LONN RADTKE
SCOTT DREW

JEN MOORE
TIARA GRUNDEN
NICK ABTS

Purpose of Meeting: **Regular Monthly Meeting**

Attendance: C. McGregor, J. Moore, S. Drew, J. Worden, T. Grunden and B. Mancl

Citizens: Cary Smith

Subjects Discussed, Action Taken, and Board Action Required:

1. ***Call to order:*** Meeting called to order at 5:00 p.m.
2. ***Roll Call:*** Present as noted above.
3. ***Approve the Agenda:*** **MOTION** (Grunden/Moore) to approve the agenda. Motion carried. All ayes.
4. ***Approve the previous month's minutes:*** **MOTION** (Grunden/Moore) to approve the previous month's minutes. Motion carried. All ayes.
5. ***Committee Chairman's comments:*** Thanked the police and fire chiefs for the work they have done on the budget.
6. ***Public comments on agenda items:*** Cary Smith inquired about the timing of when fire contracts were provided to townships.
7. ***Fire Department – General Update:*** Chief Worden provided department update. Assistant Chief Leverance provided his retirement letter. Chief Worden read it at the meeting. His retirement date will be January 1, 2024.
 - a) Grant search results provided by Prosperity Grants.
 - b) Erco did a tabletop exercise and simulated an overturned truck. Very good training.
 - c) While October was fire prevention month kids came to the fire station for tours and firefighters went to schools in classrooms providing fire education.
 - d) Call volume same as last year at this time. 210 calls ytd.
8. ***Police Department – General Update:*** Chief Drew provided department update.
 - a) Conversations are ongoing with the insurance company regarding the repair of damaged squad.

- b) Nine shifts in October didn't have complete coverage.
- c) Assisted in the state cross country meet at the Ridges golf course.
- d) Participated in Trunk or Treat.
- e) Hosted a drug take back day. Turned over 28 pounds of medications to Wood County.
- f) Officers completed state mandated training at Mid-State.
- g) Officer Mertes & Chief Drew assisted with Run with the Cops event October 5th. This is a fundraising event for Special Olympics Wisconsin.
- h) **MOTION** (Moore/McGregor) to recommend to Committee of the Whole the proposed PEPD 2024 budget (dated 10/31 from Diane) with the following amendments. Include a 3% salary increase for Chief Drew and a 5% increase for the officers. Add an additional \$1,000 to the clothing expenses bringing that to a total of \$2,000.00 and add \$1,000.00 to police conferences bringing that total to \$2,000.00.

9. Old business: Move ad hoc committee action forward.

10. New business: None.

11. Correspondence received: None.

12. Future Agenda Items: Lexipol updates from both departments.

13. Next meeting date: Tuesday, December 5, 2023 at 5 pm.

14. Adjourn: 6:32 pm.

Minutes taken by – Tiara Grunden
Caleb McGregor – Chairman

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Parks & Recreation

DATE: October 18, 2023

TO: BETSY MANCL

cc: JOSEPH ZURFLUH

JEN MOORE

TIARA GRUNDEN

SCOTT DREW

CALEB MCGREGOR

ERIK SAYLOR

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

JASON WORDEN

DIANE TREMMEL

LONN RADTKE

Purpose of Meeting: Regular Monthly Meeting

Attendance: E. Saylor, J. Zurfluh, B. Mancl and Public Works Supervisor B. Martinson

Absent: J. Moore (excused)

Citizens: Eric Hummel

Subjects Discussed, Action Taken & Board Action Required:

- 1) *Call to order:* Meeting called to order at 4:00 p.m.
- 2) *Declaration of a quorum.*
- 3) **MOTION** (Zurfluh/Saylor) to approve the consent agenda and minutes of the September 27, 2023 meeting. Motion carried. All ayes.
- 4) *Public comments on agenda items:* No public comments.
- 5) *Committee Chairperson's comments:* None.
- 6) *Committee Comments:* None.
- 7) **Director of Public Works Report:**
 - a) No budget changes for Parks. Park being cleaned up and getting ready winter. Shelters and bathrooms are shut down for the season. Cemetery has spots of dead grass because of the drought this summer. Public Works is putting down black dirt and seeded before winter in hopes that it will be growing well this coming spring. No budget concerns for the rest of 2023.

- 8) Discussion in regard to the Nepco Lake kayak input:** A resident sent an email on questions and concerns on the current ramp. Grants available through the DNR – the Boating & Recreational grant. Ben Martinson presented a kayak assist lift to add onto the dock to make it easier to get into the kayak and to be able to push off from the dock as well. Eric Hummel explained that he was on a boat tour with the DNR, the DNR suggested the grant.
- 9) Discuss events for the November calendar:** Normal meetings, Trunk or Trear on October 25th.
- 10)Old Business:** Ice skating, will be going on once it gets cold enough.
- 11)New Business:** Tree lighting will be in December. Not hugely attended in the past. Mancl asked about bringing Santa down to attract more attendees. Finding a time is hard with families that are busy. Suggested switching days, to maybe help attract attendance. Mr. Martinson will reach out to schools for the band or choir for entertainment, to also attract a higher attendance.
- 12)Correspondence received.** None.
- 13) Agenda items for next meeting.** Tree lighting.
- 14)Next meeting date:** Wednesday, November 29, 2023 at 5 pm.
- 15)Adjourn:** Adjourned at 4:18 p.m.

Joseph Zurfluh – Chairman
Minutes taken by Betsy Mancl

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Public Works

DATE: October 19, 2023

TO: BETSY MANCL

cc: JOSEPH ZURFLUH

JEN MOORE

TIARA GRUNDEN

SCOTT DREW

CALEB MCGREGOR

ERIK SAYLOR

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

JASON WORDEN

DIANE TREMMEL

LONN RADTKE

Purpose of Meeting: Regular Monthly Meeting

Attendance: L. Radtke, E. Saylor (Zoom), J. Zurfluh, B. Mancl, Public Works Supervisor Ben Martinson

Citizens: None

Subjects Discussed, Action Taken & Board Action Required:

Regular Monthly Meeting

- ***Call to order:*** Meeting called to order by Chairman Radtke at 4:00 p.m.
- ***Roll Call:*** All present from above.
- ***Approve the agenda & previous month's minutes:*** **MOTION** (Zurfluh /Saylor) to approve the agenda & minutes from September 20, 2023. Motion carried. All ayes.
- ***Public comments on agenda items:*** None.
- ***Committee Chairman's comments:*** None.
- ***Public Works Updates***
 - a. **Department of Public Works Report - Project Update.** Ben Martinson said Fall clean-up is under way, Road Patching, getting snow plow ready. Will need one load of road salt about 28 ton on hand.
- ***Discussion on 2024 Public Works Budget***
 - a. Budget / Ben Martinson meet with Diane and took out 100,000.00 on road account (400 account) and 21,000 on road engineering account and came up with a balanced budget for the street Dept.

- b. Also the water rate was discussed, with rates increasing in 2024 which was set by the water commission
- ***Old Business:*** Discussed cost of wood county doing road work on Range Rd cost around 100,000.00 will get a written cost to bring back to public works.
 - ***New Business:*** Trustee Saylor would like Ben to put a new truck pick up in his budget as it has been pushed back for two years to balance the budget.
 - ***Correspondence received.*** None.
 - ***Future Agenda items for next meeting:*** None/ next meeting Nov 15, 2023, 4:30 pm
 - ***Adjourn:*** Adjourned at 4:20 p.m.

Lonn Radtke – Chairman
Minutes taken by Lonn Radtke

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

COMMITTEE: Finance & Human Resources

DATE: November 2, 2023

TO: BETSY MANCL

CC: LONN RADTKE

TIARA GRUNDEN

CALEB MCGREGOR

JEN MOORE

ERIK SAYLOR

JOSEPH ZURFLUH

DAILY TRIBUNE

WFHR/WGLX

NICK ABTS

DIANE TREMMEL

JASON WORDEN

SCOTT DREW

Purpose of Meeting: Regular Monthly Meeting – Marshall Buehler Center

Attendance: L. Radtke, T. Grunden, C. McGregor, D. Tremmel

Also Present: S. Drew

Absent: B. Mancl (excused)

Citizens: None

Subjects Discussed, Action Taken & Board Action Required:

Regular Monthly Meeting

- **Call to Order:** Meeting called to order by Chairman Radtke at 4:00 p.m.
- Motion (Grunden/McGregor) to approve agenda and October 5, 2023 minutes. Motion carried. All ayes.
- **Public Comments on Agenda Items:** None
- **Committee Chairman's Comments:** None
- Motion (Radtke/Grunden) to approve the monthly bills, journal entries for the previous month and financial reports. Motion carried. All ayes.
- There was discussion regarding an additional stipend to Trustees for taking meeting minutes. Wood County's resolution was presented providing for a \$10.00 stipend for a person designated as the primary minute taker who had to type the minutes up as well. The Wood County Clerk indicated that nobody has claimed the additional stipend in many years. It was decided that a motion would not be brought.
- The proposed garbage collection fee for 2024 & 2025 was approved at last month's meeting.
- There was discussion regarding the 2024 budget, which will be discussed in more detail at the Committee of the Whole meeting scheduled for Monday, November 6th at 5:00 p.m.
- **Old Business:** None.
- **New Business:** None

VILLAGE OF PORT EDWARDS

Port Edwards, Wisconsin

- **Correspondence Received:** Trustee Radtke mentioned an email received from Leo Thomasgard expressing his belief that the Village needs a full time Administrator (see attached).
- **Agenda Items for Next Meeting:** Monthly bills, journal entries and reports.
- Meeting adjourned at 4:45 p.m.

Lonn Radtke - Committee Chairman

Diane Tremmel

From: Tiara Grunden
Sent: Thursday, November 2, 2023 4:43 PM
To: Diane Tremmel
Subject: FW: New Village Administrator

From: Susan Thomasgard [leosuthomasgard@gmail.com]
Sent: Monday, October 23, 2023 8:14 PM
To: Betsy Mandl; Tiara Grunden; Jen Moore; Joseph Zurfluh; Lonn Radtke; Caleb McGregor; Erik Saylor
Subject: New Village Administrator

**CAUTION: This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Greetings All,

According to the recently posted adenda, the Village Board will meet soon to determine whether or not to hire a new Village Administrator. As I have in the past, I wish to express my sincere belief that, for our community to move forward, there needs to be a full time professional with the experience and education to take us where we can and should be going in the 21st century.

The complexity of modern life in general and governmental operations in particular warrants someone who can devote the time, attention and professional expertise necessary to gain full advantage for our community and citizens. I understand that there is some consideration being given to having the Village Board members deal with their own assigned areas and not replace Mr. Bossert. All that I can say in response to that is that I have served on the PE School Board since 2007, I have Undergraduate and Graduate degrees in Education, I taught Middle School kids for 34 years, but there is no way I would be capable or able enough to run our school district on my own, which is why Mr. Bena has his job, which he is doing very well!

If you're worried about saving money and decide to wing it by not hiring a new administrator, I can virtually promise you that there will be lost opportunities for funding, programs, and training that will get missed. There will be conflicts, bad feelings and potential legal trouble that could have been avoided. In addition, your personal lives might become even less of your own because you will be faced with added responsibilities many times beyond the range of your experience and expertise.

The Village of Port Edwards has been known for decades as having a well run, high functioning, responsive local government organization. We are not a rural township whose primary concern is to plow snow and collect garbage. My life experience has repeatedly taught me that you usually get what you pay for. If you let money solely drive this decision, we will all lose in the end. Look for a professional, experienced administrator, pay the person, and move PE forward to where we can and should go. If my taxes go up, so be it. Money well spent.

Thank you for the service you all provide to our community in so many ways. It is deeply appreciated even if no one tells you that most of the time.

Leo Thomasgard

ALEXANDER FIELD
SOUTH WOOD COUNTY AIRPORT
MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

Shane Blaser, Mayor
Jason Warren, Supervisor
Joseph Zurfluh, Trustee
Brad Hamilton, President

MUNICIPALITIES:

City of Wisconsin Rapids
Town of Grand Rapids
Village of Port Edwards
City of Nekoosa

10/5/23

The South Wood County Airport Commission met on Thursday October 5, 2023 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, Brad Hamilton, Jason Warren, and Joe Zurfluh. Also in attendance were Randy Gustafson, Bill Menzel, Tom Davis, Dennis Polach, Paul Tranal, and Jeremy Sickler.

1. Call to order: Chairman Blaser called the meeting to order at 8:02 AM.

2. Approval of previous month's minutes (9-7-23):

Motion by Commissioner Hamilton, 2nd by Commissioner Blaser to approve the minutes as presented. Motion carried.

3. Airport Manager's Report:

Airport Manager Sickler presented the monthly report and updated the Commission on the progress of the ongoing and future projects. Ryan Falch stated that the BOA and SEH are in discussions regarding scope of the Master Plan and contract negotiations. The fuel system final inspection took place and some of the punch-list items have been completed.

Sickler reported that the fuel sales and activity in September were a little below historical monthly performances.

Sickler updated the Commission on the repairs being made to the runway lights after the lightning strike.

Motion by Commissioner Blaser, 2nd by Commissioner Zurfluh to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Discuss and consider action regarding 2024 Budget Request: Airport Manager Sickler presented the draft 2023 budget including the payroll/benefit information and the municipal contributions. Motion by Commissioner Hamilton, 2nd by Commissioner Warren to approve the budget as presented and distribute to the municipalities. Motion carried.

b. Discuss and consider action regarding a temporary rental agreement: Sickler updated the Commission on the progress and review of other agreements. No action taken.

5. Future agenda items:

Temporary rental agreement

6. Public Comment

A question arose regarding how to get buy-in from hangar owners to get the hangar numbers installed. Inclusion of Grand Rapids first responders was offered as an incentive.

7. Correspondence received: None

8. Set next meeting date:

Thursday November 2, 2023 at 8:00 AM.

9. Adjourn:

Motion made by Commissioner Hamilton, 2nd by Commissioner Warren to adjourn at 8:38 AM. Motion carried.

Minutes prepared by Jeremy Sickler, Respectfully reviewed and submitted, Chairman Blaser