

The Public Hearing and Village Board meeting were set up as Zoom meetings and a conference call meeting according to Wisconsin Attorney General Release Coronavirus Disease 2019 (COVID-19) and Open Meetings. The number to call in: 715-423-6698; 5-digit conference ID: 02067.

Prior to the Public Hearing, Scott Stewart acknowledged the promotions of Brian Luebke as Captain and Don Kitowski as Lieutenant of the Port Edwards Fire Department. A swearing in ceremony took place with the taking of oaths and pinning on badges.

The Public Hearing on the 2022 Budget was called to order by President Zurfluh at 7:04 p.m. at the Marshall Buehler Center.

**Present:** President Zurfluh, Trustees Bingham, Duncan, Grunden, Mancl, Mitchell & Saylor

**Absent:** None

**Also Present:** S. Stewart, J. Worden, B. Martinson, R. Bossert and D. Tremmel

**Citizens:** Pat Tyler, Leo Thomasgard, Doug Kasten, Brian Luebke, Don Kitowski, Jennifer Bergman, Amber Zabel

Administrator Bossert presented a summary of the proposed 2022 budget.

There were no questions or discussion regarding the proposed budget.

The Public Hearing was closed at 7:15 p.m.

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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 Zurfluh at 7:17 p.m.

**Present:** President Zurfluh, Trustees Bingham, Duncan, Grunden, Mancl, Mitchell & Saylor

**Absent:** None

**Also Present:** S. Stewart, J. Worden, B. Martinson, R. Bossert and D. Tremmel

**Citizens:** Pat Tyler, Leo Thomasgard, Doug Kasten

Motion (Duncan/Mitchell) to approve the Consent Agenda (meeting minutes from November 9, 2021 Board meeting and to approve monthly bills and the journal entries for the previous month). Motion carried. All ayes.

**Public Comment on Agenda Items:** None

**President's Report:** Special Recognition – President Zurfluh stated that Pat Tyler has submitted her resignation from the Police and Fire Commission effective December 1, 2021. She was recognized for her efforts and dedication in serving the Village. Scott Stewart, President of the Police and Fire Commission, presented Pat Tyler with a Village recognition coin. At the Village Board meeting on January 11, 2022, President Zurfluh will submit his nomination to the Board for approval of Pat Tyler's replacement.

Motion (Duncan/Mancl) to approve Resolution 2021-09 Affirming the Right to Clean Water in the Village and the Commitment of the Village to Ensure it is Maintained. Motion carried. All ayes.

**Airport Commission:** No meeting minutes.

**Police and Fire Commission:** Review of minutes.

Scott Stewart stated that in addition to the Fire Department promotions, a discussion was held regarding administrative

matters including making sure all policies were in sync. He anticipates the appointment of one new firefighter at the next meeting.

**Public Works:** Review of minutes.

**Parks & Recreation:** Review of minutes.

**Public Safety:** No meeting held.

**Finance and Human Resources:** No meeting held.

Motion (Saylor/Duncan) to accept the Village 2022 Operating Budget as presented. Motion carried. All ayes.

Motion (Saylor/Mitchell) to establish the Village of Port Edwards tax levy of \$1,373,629.67 and millage rate of \$14.66 per thousand. Motion carried. All ayes.

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

**Unfinished Business:** An update was given on offenders in the Village and enforcement of State rules and laws pertaining to their occupancy/placement in housing within the Village limits. This matter will be discussed further at the next Planning, Legislative, Property & Information Technology meeting.

**New Business:** There was a brief discussion on the necessity of a recordkeeping process for our social media accounts for Freedom of Information request compliance. It was acknowledged that the Village’s Facebook page is not used as a two-way discussion. It is used by the Village to post information.

There was discussion regarding the political parties’ nominations for election workers. The Village is required to appoint the nominees from the parties as regular election workers for the Village for the next two-year term.

**Village Administrator Report:** Administrator Bossert provided his monthly report including general government, human resources, public works, the budget, safety and security and COVID-19.

He also stated that the Village tree lighting ceremony will be held December 8, 2021 at 6:00 p.m.

**Clerk/Treasurer Report:**

Motion (Grunden/Mitchell) to appoint Karen Thiel, Robert Kukla Sr. (Democratic party nominee), and Julie Des Jarlais, Micheal Timm and Mike Derrie (Republication party nominees) as the primary election workers; Becky Taylor and Kathy McGrath as the special voting deputies to Edgewater; and Becky Taylor, Joan Jesse, Kathy McGrath, Karen Isaacson, Nina Pelo, Kathy Dimka, Laura Vechinski, Cheryl Stewart, Rita Eichsteadt and Carol Zurfluh as substitute workers for the 2022-2023 elections. Motion carried. All ayes.

Motion (Saylor/Duncan) to authorize the Clerk to pay the bills for the remainder of 2021 year. Motion carried. All ayes.

Motion (Mancl/Mitchell) to approve the Village, Water Utility and Wastewater budgets and approval of the Labor Policies and Fee Schedule effective January 1, 2022. Motion carried. All ayes.

**Trustee comments:** John Bingham asked if they could begin collecting signatures on their nomination papers. Clerk Tremmel stated that they can begin circulating the nomination papers on December 1<sup>st</sup>.

The meeting was adjourned at 7:58 p.m.

Diane M. Tremmel  
Village Clerk-Treasurer

**The following Village bills were approved for payment:**

|  |         |
|--|---------|
| Abts Law LLC-December retainer                           | 1000.00 |
| Ace Hardware-misc expenses                               | 334.40  |
| Advance Janitorial Services & Supply-monthly cleaning    | 208.50  |
| Alliant Energy-monthly statement                         | 5620.76 |
| American Welding & Gas Inc-fire equip replace & maintain | 36.64   |
| Batteries Plus-street signs                              | 352.86  |
| Brian Luebke-reimb misc fire dept purchases              | 2658.78 |
| Cash-tax drawer change                                   | 2000.00 |

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| Cintas Corporation-monthly statement   | 717.20   |
| Compass Minerals America-snow & ice control                                    | 4497.70  |
| Current Technologies-street lighting   | 1986.38  |
| Diane Tremmel-mileage  | 29.68    |
| Diversified Benefit Services Inc-December health reimb arrangement             | 100.53   |
| Diversified Benefit Services Inc-health insurance deductible reimb             | 296.41   |
| Energenecs Inc-maint of wastewater equipment                                   | 306.46   |
| Fastenal Company-tools & supplies; street machinery                            | 849.42   |
| Ferguson Enterprises LLC-street machinery                                      | 108.62   |
| Jefferson Fire & Safety Inc-fire clothing & badges                             | 347.04   |
| Leslie Lucio-refund for cancellation of EA shelter reservation                 | 150.00   |
| Mid-State Technical College-fire training                                      | 1169.25  |
| Napa Auto Parts/Nekoosa-street machinery; fire truck expense                   | 640.46   |
| Nekoosa Fire Department-1/2 of 5 Alarm Fit Test                                | 237.50   |
| Pat Wallace-refundable shelter deposit   | 25.00    |
| Piggly Wiggly-fire meeting expense   | 324.40   |
| Scott Drew-reimb for Amazon purchase of police clothing                        | 58.27    |
| Solarus-monthly statement  | 1261.66  |
| State of Wisconsin-November court report                                       | 444.32   |
| The Dirks Group-information systems  | 483.00   |
| Town of Grand Rapids-joint Townline Road chip seal project                     | 16743.92 |
| Tri-City Services-maint of wastewater equipment                                | 1441.81  |
| Truck Equipment Inc-street machinery   | 588.22   |
| Wood County Clerk-dog licenses   | 6.00     |
| Wood County Treasurer-one box tax statement envelopes                          | 31.00    |
| Wood County Treasurer-November jail assessment                                 | 90.00    |
| <br>   |          |
| ABEDNEGO Fire Protection LLC-fire equip replace & maint                        | 560.00   |
| Advanced Disposal-WR-M3 – monthly statement                                    | 10010.25 |
| Aflac-monthly statement  | 274.50   |
| Aspirus Riverview Hospital & Clinics Inc-police misc expenses                  | 28.00    |
| Ben Martinson-boot allowance   | 200.45   |
| Brady Reiman-boot allowance  | 172.13   |
| Brian Luebke-reimb for The Fire Store purchases                                | 244.16   |
| Carquest Auto Parts-street machinery   | 67.07    |
| Comfortaire Heating Cooling & Plumbing-maint pumping plant                     | 601.25   |
| Commercial Testing Laboratory Inc-wastewater outside services                  | 984.50   |
| Craig Kasten-boot allowance; work-related safety gear                          | 225.53   |
| Dinges Fire Company-fire prevention  | 750.00   |
| Diversified Benefit Services Inc-health insurance deductible reimbursement     | 43.25    |
| Doorworks Incorporated-maint of wastewater equipment                           | 288.00   |
| Fastenal Company-street machinery; holiday decorations expense                 | 630.23   |
| Insight FS-street machinery; small equipment                                   | 1660.24  |
| James Leiser-unused sick leave health insurance reimbursement                  | 157.84   |
| Kenneth Murray-work related safety gear  | 21.10    |
| Kim Holcomb-mileage for 2021   | 23.97    |
| League of Wis. Municipalities-2 police & fire commission handbooks             | 40.00    |
| Lonn Radtke-unused sick leave health insurance reimbursement                   | 285.04   |
| Marco Technologies LLC-copier monthly contract & copy charges                  | 125.95   |
| Nekoosa Port Edwards State Bank-December direct deposit fee                    | 50.00    |
| Nieman’s Service Inc-street machinery  | 165.00   |
| Paul Grode-fire meeting cook for November                                      | 58.54    |
| Pomp’s Tire Service Inc-street machinery                                       | 122.95   |
| Port Auto Service LLC-street machinery   | 305.22   |
| Principal Life Insurance Company-monthly premium                               | 60.58    |
| Quest LLC-staking for 3 <sup>rd</sup> St project July-Sept (TIF)               | 7735.10  |
| Quill LLC-administrator expenses   | 141.56   |
| Rapids Sheet Metal Works-work to date on EA Shelter furnace & AC (ARPA)        | 2275.75  |
| Ray Bossert-reimb for holiday decorations, snacks, budget packets, email accts | 983.37   |

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| Staples Credit Plan-misc office expenses                           | 31.37   |
| Stryker Medical-fire dept first responder supplies                 | 2487.95 |
| Truck Equipment Inc-street machinery                               | 24.00   |
| USA Blue Book-maint of pumping plant                               | 586.64  |
| Verizon Wireless-monthly statement                                 | 429.85  |
| We Energies-monthly statement                                      | 2217.75 |
| Winsupply Wisconsin Rapids WI-maint of pumping plant               | 74.02   |
| Wis Dept of Administration/Milw-monthly web site hosting           | 65.00   |
| Wisconsin Media-notice of budget hearing publication               | 130.51  |
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| ArborVantage Tree Care LLC-tree & brush control (storm damage)     | 390.00  |
| Badger Mats-police logo mat  | 260.00  |
| Carriage Trade Cleaners-police clothing                            | 9.50    |
| Compass Minerals America-snow & ice control                        | 2346.41 |
| Delno Stewart-unused sick leave health insurance reimbursement     | 4125.20 |
| Delta Dental of Wisconsin-monthly statement                        | 1377.98 |
| Diversified Benefit Services Inc-health insurance deductible reimb | 60.79   |
| Mark Brandt-work related safety gear                               | 86.64   |
| Phillips 66/Amoco-monthly statement                                | 1318.53 |
| Scott Drew-police petty cash                                       | 200.00  |
| Sherwin Williams Co-paint for warming house (ARPA expense)         | 590.58  |
| The Dirks Group LLC-remote support (PD)                            | 57.50   |
| The Uniform Shoppe of Green Bay-police clothing                    | 119.70  |
| Watchguard Video-police duty gear                                  | 66.00   |
| Wood County Highway Dept-bridge inspection & reporting             | 73.37   |

**Wages & Salaries – December wages** **110829.56**

**The following Water Utility Bills were approved for payment:**

|  |         |
|--|---------|
| Alliant Energy-monthly statement                     | 2168.20 |
| Bassuener Trucking & Excavating-work on road to well | 1258.68 |
| Mailboxes & Parcel Depot-testing                     | 24.64   |
| WI State Lab of Hygiene-testing                      | 26.00   |

**Building Permits:** None

**Electrical Permits:** None

**Plumbing Permits:**

- Tri-City Services/Gayle Gansch-furnace replacement
- Tri-City Services/Steve & Mary Sterzinger-furnace replacement

**Excavation Permits:**

- We Energies-install gas main for new service to 951 8<sup>th</sup> St