

VILLAGE OF PORT EDWARDS  
Port Edwards, Wisconsin

COMMITTEE: Planning,  
Legislative, Property,  
Information Technology

DATE: March 5, 2024

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, Admin. Gau & Attorney Abts

Citizens: Cary Smith

**Subjects Discussed, Action Taken, and Board Action Required:**

1. ***Call to order:*** Meeting called to order by Grunden at 6:00 p.m.
2. ***Roll Call:*** All Present.
3. ***Approve the Agenda:*** **MOTION** (Moore/Grunden) to approve the agenda. All ayes.
4. ***Approve the minutes of previous month's meeting:*** **MOTION** (Moore/McGregor) to approve minutes of the February 6, 2024 meeting. All ayes.
5. ***Public comments on agenda items:*** None
6. ***Committee Chairman's comments:*** None
7. ***Discussion and update regarding Mission Coffee:*** A new timeline was set between Mission Coffee owner and Village Administrator to keep the business proposal moving forward. The timeline is contingent on receiving the CWED grant; the next grant cycle starts July 1<sup>st</sup>. The next step is to get the developer's agreement completed, reviewed and signed by May 1<sup>st</sup>. The timeline has November 1<sup>st</sup> as a proposed open date, based on a contractor's estimate that construction should take 4-6 weeks.

8. ***Consideration of Motion to convene into closed session:*** **MOTION** (Grunden/Moore) to enter into closed session. Roll call vote. All ayes.
9. ***Consideration of Motion to reconvene into Open Session:*** **MOTION** (Grunden/Moore) to come out of closed session. All ayes.
10. ***Discussion and possible motion from closed session:*** No action taken.
11. ***Discuss old business:*** A new timeline for the cleanup of 1040 2<sup>nd</sup> Street property has reached between the resident and Public Works Supervisor Ben Martinson. The property is to be cleaned up by June 1<sup>st</sup> and sold by August 1<sup>st</sup>.
12. ***Discuss new business:*** Our Village server(s) have reached their end of life. It will cost \$10,000 - \$15,000 to replace them.
13. ***Correspondence received:***
- a. Email received – Mission Coffee has started fundraising through KIVA, a crowd lending platform, to help their expansion into the Village.
  - b. Email received – Wood County IT has given notice of the end of life of our Village servers.
14. ***Future Agenda Items:***
- a. Replacing Village servers through Wood County IT.
  - b. Mission Coffee developer's agreement update
  - c. 1040 2<sup>nd</sup> Street property clean-up progress.
15. ***Next meeting date:*** April 2, 2024 @6:00 pm.
16. ***Adjourn:*** Adjourned at 7:09 pm.

                    Tiara Grunden – Chairman  
Minutes taken by Caleb McGregor