Minutes of the Oostburg Regular Village Board Meeting
Village of Oostburg, 1140 Minnesota Avenue, Oostburg, WI
Monday, July 13, 2026, 6:00 pm

- Village President Brian Hilbelink called the meeting to order at 6:00 pm.
- The Pledge of Allegiance was recited.
- Open Meetings Law Compliance - Amy Wilterdink certified that the agenda was posted on Friday, July 10, at 10 am at the Municipal Building, Post Office, Oostburg Public Library, and our website.
- Approval of the Agenda –
    - Motion by Peter Scheppmann, supported by Brian Schumacher, to approve the agenda. Motion carried.
- Roll Call was taken –
    - Present: President Brian Hilbelink, Trustees Jim Davies, Phil Mentink, Carl Roethel, Brian Schumacher, Peter Scheppmann, and Glenn Wynveen.
    - Other Attendees: Ken Beilke, Wendy Bjorklund, Matt Stephan representing Cedar Corp, and Clerk Amy Wilterdink.

LETTERS & COMMUNICATIONS / PUBLIC INPUT –

- Power poles – anonymous letter.
    - Amy should communicate that future anonymous letters will be tossed. Put on Facebook that more information can be communicated if you contact the office with your name.
- e-Scooters on sidewalks – email from Tim Boss.
    - The Safety Committee will address the situation.
- Dead tree limbs – letter from Keith & JoAnn Lichucki.
    - Dave Schreurs is working on this topic with residents who are out of compliance with Village ordinances.

MEETING MINUTES –

- Motion by Glenn Wynveen, supported by Carl Roethel, to approve the Joint Review Board Meeting Minutes of June 8, 2026. Motion carried.
- Motion by Glenn Wynveen, supported by Jim Davies, to approve the minutes of the Regular Board Meeting on June 8, 2026. Motion carried.

FINANCIALS/CLERKS REPORT –

- Amy communicated that our cell phone provider changed ownership, and customer service to our employees has suffered. We are considering different vendors.
- Amy reported there was an error on the partisan primary ballot, showing district 26 instead of 27. Absentee ballots were mailed to 86 voters on June 24, and the correct ballots were mailed on July 3. The steps for ballot A and B will be followed on election day.
- On August 10, the Village Board will meet at the Library because the Counsel Room will be set up for the election.
- Amy provided an update on the ACH audit project as required by Oostburg State Bank auditors. Of the 416 missing signed forms from last year, we are down to only 33.
- The office is closed this week while Amy attends year 3 of clerk training through UWGB.

- Financial Reports –
    - Amy reported that check 55333 was voided because the bill was paid online.
    - Motion by Carl Roethel, supported by Phil Mentink, to approve financial reports, including checks numbered 55263-55339. Motion carried.

FINANCE – Jim Davies, Chairperson

- Staffing Update – Jim introduced Dave Schreurs, Code Enforcement Specialist.
- Dave communicated that he is reviewing code enforcement software from various vendors.
- Dave reported the court ruled in favor of the Village for two legal judgments due to property violations. The judge imposed a fine of $16,450 on each case. Dave is working with our attorney to resolve the remaining issues.
- Resident request to waive forfeiture judgment of $16,450 in Court Case 25 CX 01.
    - Discussion regarding property violations. Some clutter was removed; however, the yard is still in disarray.
    - Motion by Carl Roethel supported by Glenn Wynveen that the property owners are responsible for all court and legal fees incurred plus $5,000 fine, with balance of the $16,450 judgment ($11,450) to be billed now and deferred for 36 months (from our attorney's mailing date) to be forgiven if the property is maintained to property code maintenance standards. Motion carried.
- Associated Appraisal Contract Renewal.
    - Motion by Jim Davies, supported by Peter Scheppmann, to accept the 5-year contract with Associated Appraisal in the amounts of $21,500, $22,000, $22,500, $23,000 and $23,500. Motion carried.
- Resolution 5-2026 for deferred assessments for N Heritage Dr project.
    - Motion by Jim Davies, supported by Brian Schumacher, to approve the resolution as provided.
    - Discussion regarding benefits for the Village and advantages for landowners, so 50% would be more equitable than 100% assessments.
    - Motion failed.
    - Motion by Jim Davies, supported by Brian Schumacher, to approve the resolution at 50% of originally projected assessment. Roll call vote 7-0. Motion carried.

PROPERTY – Peter Scheppmann, Chairperson

- Library Board Appointment of Jessica Hildebrand.
    - Motion by Peter Scheppmann, supported by Carl Roethel, to accept the appointment of Jessica Hildebrand to replace Nikki Mills retroactive to 6/1/26. Motion carried.

SAFETY - Carl Roethel, Chairperson

- Fire Truck Accident – Carl provided an update regarding the Fire Truck that went into the ditch. They are searching for parts, working with insurance, and renting another fire truck.
- Property and Maintenance Ordinance changes to better define clutter.
    - Motion by Carl Roethel, supported by Glenn Wynveen, to accept the property maintenance ordinance change with attorney edits. Motion carried.

- Resident complaint that construction at Christian School starts too early in the morning. Discussion that there is no ordinance specifying construction times. Refer to committee to draft an ordinance that discusses construction site noise and to discuss with businesses.

STREETS - Philip Mentink, Chairperson

- N Heritage Dr project – Phil provided a project update.
- Change order request for increased fuel costs for N Heritage Dr project. Phil will work on reconciling the difference between contractor and engineer estimate. The committee will bring this topic to the Board next month.
- Road conditions in Settlers Pointe. Phil provided an update regarding the project status.

ZONING/PARKS – Glenn Wynveen, Chairperson

- Comprehensive Plan Update - proposal from Cedar Corp.
    - Motion by Glenn Wynveen supported by Peter Scheppmann, to accept proposal from Cedar Corp for comprehensive plan update as presented in the amount of $48,000. Motion carried.
- Ordinance 5-2026 for Act 68 land division ordinance amendment.
    - Motion by Glenn Wynveen, supported by Brian Schumacher, to approve the ordinance amendment as recommended by the Plan Commission. Motion carried.
- Blackhawk storage building -
    - Motion by Glenn Wynveen, supported by Jim Davies, to accept the Plan Commission recommendation for approval of Blackhawk storage building plans. Motion carried.

UTILITIES – Brian Schumacher, Chairperson

- Bertram Internet contract for Village water tower lease. Brian provided an update regarding the project status. He granted a 2-month extension on the contract. There should be a proposal in August.
- The PSC approved the 3% water rate increase effective 10/16/26.
- Utility poles – Discussion regarding old utility poles waiting for wires to be moved to the new poles.

VILLAGE PRESIDENT – Brian Hilbelink, Chairperson

- Ehler's - our financial advisor, Phil Cosson, is retiring. His replacement will serve us well.
- DNR update – Brian received a wetland delineation report showing that the lot behind Pine Haven is buildable. He will be meeting with a developer.
- Budget proposals – the Trustees should work on 2027 budget from mid-Aug to mid-Sept.
- Heads of Government meeting – Brian communicated that Orange Cross presented financial concerns due to uninsured customers and low government payments.

ADJOURNMENT –

- Motion by Glenn Wynveen, supported by Peter Scheppmann, to adjourn at 7:35 pm. Motion carried.

Respectfully submitted,
Amy Wilterdink, Clerk/Treasurer