Minutes of the Oostburg Regular Village Board Meeting
Village of Oostburg, at the Oostburg Public Library, 213 N 8th St, Oostburg, WI
Monday, August 10, 2026, 6:00 pm

- Village President Brian Hilbelink called the meeting to order at 6:44 pm.
- The Pledge of Allegiance was recited.
- Roll Call was taken –
    - Present: President Brian Hilbelink, Trustees Jim Davies, Phil Mentink, Carl Roethel, Brian Schumacher, and Glenn Wynveen.
    - Absent: Peter Scheppmann
    - Other Attendees: Ken Beilke, Nick De Troye, Elliot De Troye, Ethan De Troye, Lauren De Troye, Travis Krell, David Schreurs, and Clerk Amy Wilterdink.
- Open Meetings Law Compliance - Amy Wilterdink certified that the agenda was posted on August 6, 2026 at 12:30 pm at the Municipal Building, Post Office, Oostburg Public Library, and our website.
- Approval of the Agenda – Motion by Phil Mentink, supported by Brian Schumacher, to approve the agenda. Motion carried.

MEETING MINUTES –

- Motion by Glenn Wynveen, supported by Carl Roethel, to approve the Plan Commission Meeting Minutes of July 13, 2026. Motion carried.
- Motion by Glenn Wynveen, supported by Brian Schumacher, to approve the minutes of the Regular Board Meeting on July 13, 2026. Motion carried.

FINANCIALS/CLERKS REPORT –

- The Sept Committee Meeting will be held on Tuesday Sept 8, at 6:00 pm due to the Holiday on Sept 7.
- The Quality Cleaning schedule changed from Sundays to Wednesdays.
- Financial Reports –
    - Carl asked Amy to bill AMC Properties for the title company fees.
    - Motion by Brian Schumacher, supported by Phil Mentink, to approve financial reports, including checks numbered 55340-55387. Motion carried.

FINANCE – Jim Davies, Chairperson

- The Board discussed changing the Village Fee Structure to have all fees in one ordinance. Attorney Bauer recommends also updating the ordinances to remove from various other ordinances. Then the fee structure can be modified by resolution.
- Financing request regarding forfeiture judgment of $16,450 in Court Case 25 CX 01.
    - $5,000 is due in net 30. The request is to pay $150 per month over 34 months.
    - Motion by Jim Davies, supported by Phil Mentink, to settle as shown in letter from Attorney Oliver Bauer indicating the property owner will pay $5,000 ($150 per month) to Clerk of Courts and the Village will forgive the remainder of $16,450 if they keep up the yard according to Village ordinances for the next 3 years. Motion carried.
- Consider creation of TID 4.
    - Motion by Jim Davies, supported by Carl Roethel, for Brian Hilbelink to contact Ehler's and start the conversation regarding TIF 4 creation. Motion carried.

PROPERTY – Peter Scheppmann, Chairperson

- Certified Survey Map for land sale to AMC Properties.
    - Motion by Glenn Wynveen supported by Phil Mentink, to approve and grant support of the land sale to AMC in the amount of $1,000. Motion carried.

ZONING/PARKS

- De Troye Electric's application for Conditional Use Permit.
    - Discussion regarding recommendations from Plan Commission to have restrictions on the Conditional Use Permit for De Troye Electric's parking lot.
    - Motion by Carl Roethel supported by Phil Mentink – to approve Conditional Use Permit without the restrictions that were recommended by the Plan Commission. Roll Call Vote 6-0. Motion passed.
    - Motion by Glenn Wynveen supported by Brian Schumacher for attorney's office to provide Findings of Fact, Conclusions of Law and Decision. Motion passed.

SAFETY - Carl Roethel, Chairperson

- Several complaints regarding a resident littering at the Trailhead Building. The Village should continue conversations with him, and he may continue to sit on the bench.
- Scooter ordinance - The Safety Committee is working on an ordinance.
- Noise ordinance - The Safety Committee is working on an ordinance.

MISCELLANEOUS BUSINESS

- Attorney Bauer introduced Justice Moore to the Village Board. She will be working with us.

STREETS - Philip Mentink, Chairperson

- Masters Gallery letter requesting reimbursement for damages during power outage in the amount of $32,500. The County's insurance company is working on the claim.
- N Heritage Dr project change order request for increased fuel costs. Donohue thought there was merit, calculated $29,800 if acceptable to contractor.
    - Motion by Phil Mentink, supported by Glenn Wynveen, to approve the change order up to $29,800 as recommended by Donohue. Motion carried.
- Correction to deferred assessment list for N Heritage Dr project.
    - Motion by Phil Mentink, supported by Carl Roethel, to not assess the property at corner of Heritage and Center owned by Kainz. That property was already assessed for utilities from the past Center Ave project. Motion carried.
- The Streets Committee with meet with engineers on Wednesday at 1 pm.

UTILITIES – Brian Schumacher, Chairperson

- $20 one-time sewer credit for accounts with automatic payment and email billing.
    - Motion by Brian Schumacher, supported by Phil Mentink, to offer a one-time $20 sewer credit for all billing accounts enrolled in auto pay and email bills, including those already enrolled. Amy should target Q2 to apply the credit. Motion carried.
- Bertram Internet contract for Village water tower lease – the committee meeting was rescheduled for next Tuesday.

ZONING/PARKS – Glenn Wynveen, Chairperson

- Park fee for large tents to increase based on electrical expenses.
    - Brian Schumacher asked if we could designate a location in Veterans Park for tents to eliminate these charges. Dave Schreurs will discuss with Joel.
    - Motion by Glenn Wynveen, supported by Jim Davies, to change fee from $125 to $250 effective 1/1/27. Motion carried.
- Town of Holland land division notice at W1341 Town Line Road. Informational only.

VILLAGE PRESIDENT – Brian Hilbelink, Chairperson

- Conflict of Interest Training – Brian Hilbelink is looking into it.
- Development at Pine Dr – Brian talked with Gordy, and he will send us a drawing of his vision. Eileen Robarge sent Brian Hilbelink her proposal for 80 units. The Board will discuss the proposals at next month's meeting.

ADJOURNMENT –

- Motion by Glenn Wynveen, supported by Brian Schumacher, to adjourn at 7:42 pm. Motion carried.

Respectfully submitted,

Amy Wilterdink, Clerk/Treasurer