

**Minutes of the Regular Village Board Meeting
Village of Oostburg, 1140 Minnesota Avenue, Oostburg, WI
Monday, February 13, 2023**

The following members of the Village Board were present: President Allen Wrubbel, Trustees Jim Davies, Steve Eggebeen, Carl Roethel, Pete Scheppmann, and Glenn Wynveen. Phil Mentink was absent. Also present were Attorney Mike Bauer, Ken Beilke, Wendy Bjorklund, Brian Hilbelink, Jon Kuhlman, Tim Rohrer, Sgt Jesse Smith, Rick Walsh, and Clerk Amy Wilterdink.

President Wrubbel called the meeting to order at 6:00 pm. The Pledge of Allegiance was recited.

COMPLIANCE WITH OPEN MEETINGS LAW

The Village received certification from the Clerk that the agenda was posted on February 10 at 1:00 pm at the Municipal Building, Oostburg Public Library, Post Office, and the Village website.

AGENDA/MEETING MINUTES/FINANCIALS

- Motion by Wynveen seconded by Davies to approve the agenda. Motion carried 6-0
- Motion by Roethel seconded by Scheppmann to approve the minutes of January 9, 2023, Regular Board meeting. Motion carried 6-0
- Clerk reported that check #52205 was voided and replaced with #52218. Motion by Scheppmann seconded by Roethel to approve financial reports, including checks numbered 52145-52218. Motion carried 6-0

PUBLIC INPUT

- Tim Rohrer and Rick Walsh provided the board an ATV Proposal. The Safety Committee will review the proposal and discuss at next month's Board meeting.
- Brian Hilbelink asked to present the agenda at future meetings for residents to view.

ZONING - Glenn Wynveen, Chairperson

- The Business Park District was originally zoned for manufacturing, but this could be an appropriate time to allow other retail. We already changed it along Center Ave.
 - Motion by Wynveen seconded by Scheppmann to refer Business Park District uses to the plan commission. Motion carried 6-0
- Oshkosh Cold Storage Certified Survey Map - Motion by Wynveen seconded by Davies to accept CSM as presented. Motion carried 6-0
- Village Council Room Policy - Motion by Wynveen seconded by Roethel to refer to Property committee to review policy. Motion carried 6-0

SAFETY - Carl Roethel, Chairperson

- Property Violations at 830 Wisconsin Avenue – Judge approved court order to clean up the property. Motion by Roethel seconded by Wynveen to clean up the property pursuant to the court order. Motion carried 6-0
- Public Nuisance Ordinance 2.04 – per recommendation by Sheriff's Dept, committee to revise ordinance for review at next month's board meeting. Amy will send to Atty Bauer.

PROPERTY - Pete Scheppmann, Chairperson

- Trash/Recycling Services Contract comes due 12/31/23. Pete will evaluate proposals.
- Library Director New Hire, Jesse Rogers - Motion by Scheppmann seconded by Eggebeen to hire new Library Director starting February 14, 2023. Motion carried 6-0
- Library Retirement Appreciation Gift – Motion by Scheppmann seconded by Eggebeen to give Trix \$500 appreciation gift. Motion carried 6-0

UTILITIES - Steve Eggebeen, Chairperson

- Award contract for 2023 road projects - Motion by Eggebeen seconded by Scheppmann to approve bid and award contract to Kruczek Construction. Motion carried 6-0

FINANCE - Jim Davies, Chairperson

- Financing Interest Rate for sidewalk/curb/gutter assessments.
 - Discussion with Attorney Bauer how to determine interest rate for residents to finance sidewalk/curb/gutter charges. Payment options will be 3 years, 5 years, or pay in full. Municipalities often take their percentage rate plus 1% to defer cost for carrying the first year.
 - Motion by Davies seconded by Eggebeen to provide interest rate of 4.85% for 2023 street projects. Motion carried 6-0
- Fee schedule for Clerk's time
 - Discussion with Attorney Bauer how much to charge for Clerk's time. Can update the fee schedule to charge the rate of the lowest paid office employee, plus copy costs. Bauer's office will draft fee schedule for review at next Board meeting.
- Fee schedule for delinquent bills
 - Discussion with Attorney Bauer if we can add late fees to unpaid bills. Bauer's office will draft fee schedule for delinquent bills for review at next Board meeting.

STREETS - Philip Mentink, Chairperson - No business to discuss.**PRESIDENT'S REPORT** – President Allen Wrubbel provided an update on the following:

- Land re-acquired from Pine Haven – paid \$521 to title company to ensure title back to the Village. Pine Haven paid us \$135.05 for real estate taxes for January 2023. We will pay the full real estate Tax Bill in December. This land will not be tax exempt until next year.

MISCELLANEOUS BUSINESS

- Traffic Lights will be installed in 2023. TID 3 could pay some costs. Installing sidewalk to the business park could be delayed until 2024. That would allow the Village time to budget for it and residents would pay in 2025.
- The DNR will meet here on March 3 regarding phosphorus level requirements. The DNR invited Representatives Katsma and LeMahieu to attend.
- Red Barn went to Sheboygan Economic Development. There is a list of options they can apply for as a new business.
- Motion by Scheppmann seconded by Wynveen to convene into Closed session. Motion carried 6-0 by Roll Call.
 - The Village Board convened in closed session pursuant to Wis. Stat. sec. 19.85(1)(g) to discuss litigation in which it is involved with Pine Haven Christian Home, Inc.
 - Motion by Scheppmann seconded by Wynveen to convene into open session. Motion carried 6-0
- Motion by Roethel seconded by Wynveen to authorize the appeal of the Pine Haven litigation and to sign the Kasdorf engagement letter. Motion carried 6-0 by Roll Call.

ADJOURNMENT

Motion by Wynveen seconded by Roethel to adjourn at 7:18 pm. Motion carried 6-0

Respectfully submitted,

Amy Wilterdink, Clerk