

**Minutes of the Regular Village Board Meeting  
Village of Oostburg, 1140 Minnesota Avenue, Oostburg, WI  
Monday, May 8, 2023**

The following members of the Village Board were present: President Brian Hilbelink, Trustees Jim Davies, Steve Eggebeen, Phil Mentink, Carl Roethel, Pete Scheppmann, and Glenn Wynveen. Also present were Ken Beilke, Kevin Berg, Ryan Birenbaum, Tom Birenbaum, Wendy Bjorklund, Scott Burgin, Bruce Fischer, Steve Holzer, Jay Huibregtse, Travis Krell, Jon Kuhlow, Jason Mills, Tim Rohrer, Brian Schumacher, Mark Vis, Nate Voskuil, Brian Walesh, Reid Wezcel, Brandon Wisse, and Clerk Amy Wilterdink.

President Hilbelink 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 May 5 at 10:00 am at the Municipal Building, Post Office, Oostburg Public Library, and the Village website.

**AGENDA/MEETING MINUTES**

- Motion by Davies seconded by Scheppmann to approve the agenda. Motion carried 7-0
- Motion by Wynveen seconded by Mentink to approve the Plan Commission meeting minutes of April 10, 2023. Motion carried 7-0
- Motion by Scheppmann seconded by Davies to approve the Regular Board meeting minutes of April 10, 2023. Motion carried 7-0

**PUBLIC INPUT -**

- Jason Mills representing OAA (Oostburg Athletic Association) discussed the need for sheds at Veterans Park and Dirkse Park. He will prepare a proposal for Board review.
- Retail Business in Business Park – Bart Daniels is unable to attend meeting. No discussion.
- Brian Walesh presented his concerns regarding bright street lighting and the degradation of night sky. The Board acknowledged his concerns and are also cognizant of public safety. The school lights go up/down based on motion. Some businesses bring lights down after hours.

**STREETS** - Philip Mentink, Chairperson

- Kevin Berg representing Donohue discussed the proposal to complete FCAP as an amendment to the PCAP. The work includes preparing a detailed plan for the DNR by September. Motion by Scheppmann seconded by Eggebeen to accept the proposal to complete FCAP as amendment to the PCAP. Mentink abstained from the vote. Motion carried 6-0

**UTILITIES** - Steve Eggebeen, Chairperson

- Jon Cameron representing Ehler's communicated a recommendation to increase sewer rates 6% due to increased chemical costs and to implement a simplified water increase of 8% to the PSC (Public Service Commission of Wisconsin).
  - Motion by Eggebeen seconded by Wynveen to increase sewer rates. Motion carried 7-0
  - Motion by Eggebeen seconded by Wynveen to apply for simplified water rate increase. Motion carried 7-0
  - Motion by Eggebeen seconded by Mentink to engage Ehler's to complete the PSC application requirements. Motion carried 7-0

**SAFETY** - Carl Roethel, Chairperson

- UTV/ATV Group Road Access
  - Motion by Roethel to draft an ordinance for UTV for all streets in Village of Oostburg, seconded by Wynveen. Discussion to seek public input. Amy will put an ad in Lakeshore Weekly and on FaceBook.
  - Roll call vote: Roethel – aye, Scheppmann – nay, Wynveen – aye, Davies – aye, Eggebeen – aye, Mentink – aye, Hilbelink – aye. Motion carried 6-1.

**PUBLIC INPUT** -

- Travis Krell requested an update regarding Minnesota Ave road construction because baseball starts next week. Trustee Eggebeen will request potholes to be filled. Sheboygan County will pave streets late summer/early fall.

**CLERK'S REPORT / FINANCIALS**

## Approval of Financial Reports –

- Motion by Scheppmann seconded by Davies to approve financial reports, including checks numbered 52318-52392 (voided check 52336). Motion carried 7-0
- Security Cameras were installed in the hallway. The system records from two angles based on motion detection.
- Amy requested 2024 budget funds for Badger Books (electronic poll books) as recommended by Wisconsin Election Commission. Motion by Scheppmann seconded by Roethel to put Badger Books in budget. Motion carried 7-0

**STREETS** - Philip Mentink, Chairperson

- Phil provided an update on construction projects. Sanitary and water lines are done on N 9<sup>th</sup>. Laterals will be connected this week. Storm sewer will be done in July. Wisconsin Ave work is starting this week. A change order was approved for Minnesota Ave.
- Sidewalk Ordinance Proposed Revisions – this topic was referred to the Streets Committee to clarify what is considered damaged.

**UTILITIES** - Steve Eggebeen, Chairperson

- Request from WE Energies to move streetlight at 632 Wisconsin Ave.
  - Motion by Eggebeen seconded by Scheppmann to move streetlight from north to south side plus 20 feet east. Motion carried 7-0
- Lead Service Line Proposal - Motion by Eggebeen seconded by Mentink to deny proposal by Fehr Graham. Motion carried 7-0

**PROPERTY** - Pete Scheppmann, Chairperson

- Library Parking Lot – Pete is seeking two paving bids for 2024 budget.

**SAFETY** - Carl Roethel, Chairperson

- Property update 830 Wisconsin Ave – bill will be sent tomorrow.
- Property on N 7th St – letter was sent to homeowner to clean up property in 15 days.
- Dog License missing documentation – Clerk should not return \$10 fee. Send one letter requesting rabies documentation indicating we will not issue license without it.

**FINANCE** - Jim Davies, Chairperson - No business to discuss.

**ZONING** - Glenn Wynveen, Chairperson

- Short-term rental application fee - Motion by Wynveen seconded by Eggebeen to charge a \$200 application fee. Motion carried 7-0
- Culver’s Signage - Motion by Wynveen seconded by Mentink to accept Planning Commission approval of Culver’s Signage. Motion carried 7-0
- Eastfield Park Landscape Proposal - Motion by Wynveen seconded by Davies to accept CG Services proposal. Motion carried 7-0
- Eastfield Playground Equipment Installation - Motion by Wynveen seconded by Davies to accept installation proposal from Lee Recreation. Motion carried 7-0
- Zoning was discussed regarding the following Parcels:

Location	Current Zone	Proposed Zone
New Park, 324 Eastfield Drive	R-3	IPF
Settler’s Pointe north section, parcel 719600	R-4	R-3
David Gartman annexation, parcel 719455	RD	R-1-A
Daane Electric, 220 S 10th St	R-4	B-1
Apartment Building, 843 Illinois Ave	R-3	R-4
Shell Gas Station, 116 N 9 <sup>th</sup> St	IPF	B-1
Jane Hilbelink, 102 N 9th St	R-2	B-1
Dog Park, parcel 712066	R-3	IPF
DeTroye Electric, 23 S 6th St/533 Center Ave	B-1	Keep as is
Heritage & Center, 76/78 Center Ave	R-1	BPD
Tom Mentink, 1030 Wisconsin Ave	R-3	R-2
FRC - 904 Michigan, 938 Michigan, 122 S 9th St	R-2	IPF
Post Office, 1508 Center Ave	B-2	Keep as is
Vacant land at end of Pine Drive	R-3	Not discussed during meeting

- Motion by Wynveen seconded by Roethel to accept recommendation from Planning Commission to rezone the above-mentioned parcels. Motion carried 7-0

**MISCELLANEOUS BUSINESS** -

- President Hilbelink recommended Planning Commission appointment of Adam Dykstra. Motion by Schepmann seconded by Mentink to approve appointment. Motion carried 7-0
- Committee Appointments – there will be no changes at this time.

**PRESIDENT’S REPORT** – President Brian Hilbelink provided an update on the following:

- Culver’s update – groundbreaking is expected around May 15.
- Traffic lights update – the County will do lane striping.
- Red Barn has cancelled the land purchase, but other entities are interested.
- NAI Pfefferle contract extension for real estate listings was approved.
- Oostburg Schools will be presenting to Village Board twice per year to update us what the district is doing for the community.

**ADJOURNMENT**

Motion by Roethel seconded by Davies to adjourn at 7:44 pm. Motion carried 7-0.

Respectfully submitted,

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Amy Wilterdink, Clerk