

**Minutes of the Regular Village Board Meeting
Village of Oostburg
1140 Minnesota Avenue, Oostburg, Wisconsin
Monday, May 9, 2022**

The following members of the Village Board were present: President Allen Wrubbel, Trustees Jim Davies, Steve Eggebeen, Phil Mentink, Carl Roethel, Pete Scheppmann, and Glenn Wynveen. Also present were Craig Olson, Diane Fores, Jason Daye, Jordan Schug, and Carl Doemel representing Oshkosh Cold Storage, Ron Dalton representing Cedar Corp, Sheboygan County Sheriff's Officer Jesse Smith, Travis Krell, Erin Townsend, Kelly Kleiber, and Clerk Amy Wilterdink.

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

COMPLIANCE WITH THE OPEN MEETINGS LAW

The Village of Oostburg received certification from Amy Wilterdink that the Notice of Meeting and Agenda was posted on May 6 at 11:00 am at the Municipal Building, the Oostburg Public Library, the Post Office, the Oostburg.org website, and Village of Oostburg Facebook page.

AGENDA & MEETING MINUTES

- Two changes to the agenda include removing Settler's Pointe Final Plat from the agenda and adding "simplified" to the water rate study agenda item. We should wait to discuss the Settler's Pointe final plat until after roadways are in. We pulled it from the agenda rather than deny the final plat.
- Trustee Davies moved that the amended agenda be approved. Trustee Roethel seconded the motion. Motion carried.
- Trustee Wynveen moved to accept the minutes of the April 11, 2022, Joint Review Board meeting. Trustee Scheppmann seconded the motion. Motion carried.
- Trustee Roethel moved to approve the minutes of the April 11, 2022, Regular Board meeting. Trustee Mentink seconded the motion. Motion carried.

CLERK'S REPORT/FINANCIALS

- Discussion regarding why Blackhawk has a Building permit. That is for solar panels.
- Discussion regarding the Library lightbulb expense. We are converting them over to LED.
- Discussion regarding the check for Associated Appraisal. They have started assessments.
- Trustee Scheppmann made a motion to approve the financial reports, including checks numbered 51623-51681. Trustee Eggebeen seconded the motion. Motion carried.

ZONING – Glenn Wynveen, Chairperson

- Oshkosh Cold Storage site plan – brief discussion regarding plans to start early summer and approval from Plan Commission.
 - Trustee Wynveen made a motion to accept Oshkosh Cold Storage site plans. Trustee Roethel seconded the motion. Motion carried.
- Kelly Kleiber addressed the board regarding the Village Christmas Tree Placement. She researched options for permanent placement to avoid the risk of blowing over. Based on recommendations from Greenview Tree Farm and Village of Random Lake, Kelly proposed inserting a cylinder into the ground to keep a 7' tree stable. A metal flap would be closed to mow the grass.

- Glenn Wynveen met with Kelly regarding various downtown locations. Considerations should be made for electricity for lights and where to push snow.
- Kelly also has ideas having a business sponsor the tree each year, an essay contest for children, and the essay winner lights the tree. No ornaments would be hung due to wind.
- Glenn will talk to the Dept Public Works, look at various locations, and talk to an Electrician.
- Agreement between Grace Bible Fellowship and Village of Oostburg
 - The Zoning Committee and President Wrubbel met with representatives from Grace Bible Fellowship. The church rents two parcels in the Business Park. They plan to purchase the parcels and are requesting Tax Exemption; however, the parcels are currently included in the TIF. They are willing to pay until the TIF ends, then adjust to the Village's tax rate.
 - The Board can sign the agreement effective May 9, 2022, but Grace Bible Fellowship cannot sign until after they own the property. They would pay 76% of Village tax rate for municipal services while they own the property. Also, they cannot sell the property to another tax-exempt business such as a church.
 - Trustee Wynveen made a motion to approve the agreement between Grace Bible Fellowship and Village. Trustee Roethel seconded the motion. Motion carried.
- Petition for Annexation by Dave Gartman requesting to annex from north side of Minnesota Avenue which is zoned rural development. Discussion that Gartman must hook up to Village water/sewer when wants to build a house, and he will pay for water/sewer hook-up costs. He will also pay for delayed assessment.
 - Trustee Wynveen made a motion to approve petition of annexation.
 - Trustee Davies seconded the motion. Motion carried.

FINANCE - Jim Davies, Chairperson

- The Oostburg Athletic Association (OAA) applied for a Temporary Class B License to sell beer at baseball championship games on July 13 and July 28.
 - Travis addressed the board. Oostburg was nominated last year to host the championship games because other communities don't have lights. This is an opportunity to showcase what Oostburg has to offer, and fundraising for OAA.
 - Discussion regarding concerns about alcohol responsibility. Travis indicated there is a two-drink limit, and no one was overserved last year.
 - Trustee Davies made a motion to approve the applications for Temporary Class B License on July 13 and 28. Trustee Wynveen seconded the motion. Call of roll passed unanimously 6-0. Motion carried.
- Travis communicated the batting cages should be done by May 6, and then they can get the park cleaned up.
- Travis communicated that a parent fell on the tree roots near the dugout due to erosion. Travis talked to Joel about options. Glenn will talk to Joel.
- Operator License Permit applications from Kristen Dang, Marcus Newton, and Audrey Achtmann employed by Alfaa Mart (aka Minit Mart/Speedup).
 - Trustee Davies made a motion to approve the Operator License Permit applications for Alfaa Mart. Trustee Roethel seconded the motion. Motion carried.
 - Amy will remove SSN from the agenda packets and future applications.

PROPERTY - Pete Scheppmann, Chairperson

- Dumpster for Heavy Refuse Disposal
 - The dumpster was emptied again on Friday, then by Saturday it was full, so he put out the “no dumping” sign. After that, several large items were added on the side and a heaping pile in front of the sign. Costing us over \$25,000 this year. The Clerk currently gets more phone calls and inquiries regarding the dumpster than any other topic. Discussion regarding other possible options.
 - Trustee Scheppmann made a motion to temporarily discontinue offering a large refuse dumpster until we can re-evaluate. Trustee Davies seconded the motion. Motion carried.
 - Waste Management will pick up the dumpster on Friday and not replace it. Communication will be in the Weekly and Joel will put out a sign.
- Cold Storage and Village agreement for easements on roadway on Enterprise Court.
 - Trustee Scheppmann made a motion to approve the easements for OCS on Enterprise Court.
 - Trustee Roethel seconded the motion. Motion carried.

SAFETY - Carl Roethel, Chairperson

- Adding definition to ordinance for Small Mammals in response to resident who wants to raise meat rabbits. The ordinance allows for a maximum of 3 dogs, 5 cats, or 5 mammals, not to exceed 5 small animals.
 - Trustee Roethel made a motion to approve the ordinance for small mammals. Trustee Wynveen seconded the motion. Motion carried.
- Ordinance for Parking Regulations east side of N 10th Street, 40 feet from Center Ave so that semi-trucks can make the turn. Discussion that 40 feet measurement will start from Center Ave curb line to 40 feet north.
 - Trustee Roethel made a motion to approve the ordinance for no parking. Trustee Scheppmann seconded the motion. Motion carried. Carl will talk to Joel after New York Avenue construction project is completed.

STREETS - Philip Mentink, Chairperson

Trustee Mentink communicated the following upcoming street projects:

- North 9th Street from Center to Wisconsin Avenue.
- Wisconsin Avenue
- Repave New York Avenue
- Illinois to Wisconsin
- Phil sent an RFP (request for proposals) to 3 engineering companies today.
- On Thursday, Phil met with Allen, Joel, Greg to look forward to next year. Tentatively identified Huron, Erie, Ontario from 9th to 6th and/or 8th to 6th. We will need to evaluate if sewer and water also. The year after, will look at South 8th and South 9th from Center to Ontario. Pavement is in rough shape. Also, Superior to Ontario on the list. Wait until 2025-2026 for more financing options. Indiana and Ohio are bad, but those we could do an overlay without utilities.
- Phil Cosson will provide a financial plan.

UTILITIES - Steve Eggebeen, Chairperson

- CMAR (compliance maintenance annual report) annual report/resolution for wastewater treatment.
 - Trustee Eggebeen made a motion to approve electronic filing. Trustee Scheppmann seconded the motion. Motion carried.
- Water rate study – we are not eligible for 4% simplified increase in 2022 because we are incurring more debt for the streets projects.
- Sewer Rate Study – we waiting to get results back.
- New York Avenue Sewer Emergency Project update – the DPW is putting laterals on sanitary sewer because the camera showed they need replacement. Sewer photos were displayed. The DPW labor will save on the project cost, and Jeff Gabrielse will be the inspector. Communications will be delivered to each home.

PRESIDENT'S REPORT – Allen Wrubbel

- President Wrubbel communicated that on May 23 at 4:30, we will have a Special Meeting with Attorney Mike Bauer in closed session concerning Pine Haven.
- The Board of Review meeting will be on May 26, 3:00-5:00 pm.
- Culver's update – they will probably build spring 2023. Currently working on soil borings.
- Kwik Trip update – they are moving a lot of dirt this month. There are 3 job fairs scheduled, and 3 more anticipated after that. The store will open by October 1.
- Warehousing Cold Storage – Allen had a meeting today with Oshkosh Cold Storage. He is working with Ron Dalton to schedule a meeting to review the site plan with Dept of Public Works.

MISCELLANEOUS BUSINESS

- The re-elected incumbent Trustees Jim Davies, Carl Roethel, and Glenn Wynveen signed the Oath of Office for the record.

ADJOURNMENT

Trustee Scheppmann moved to adjourn at 7:13 pm, seconded by Trustee Wynveen and unanimously carried.

Respectfully submitted,

Amy S. Wilterdink, Clerk