

**Minutes of the Regular Village Board Meeting  
Village of Oostburg  
1140 Minnesota Avenue, Oostburg, Wisconsin  
Monday, September 12, 2022**

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 Judy DeRuyter, Judi Fergadakis, Dave Huenink, Jon Kuhlow, Nate Voskuil, 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 Sept 9 at 3:30 pm at the Municipal Building, the Oostburg Public Library, and the Post Office. It was also added to the Village website.

**AGENDA & MEETING MINUTES**

- Motion by Davies seconded by Roethel to approve the agenda. Motion carried 6-0.
- Motion by Davies seconded by Scheppmann to approve the amended minutes of August 8, 2022, Regular Board meeting. Motion carried 6-0.
- Motion by Wynveen seconded by Eggebeen to accept the minutes of the August 10, 2022, Board of Appeals meeting. Motion carried 6-0.

**PUBLIC INPUT**

- Business Sign - on behalf of the Chamber of Commerce, Judi Fergadakis questioned why the business sign was taken down and when it will be put back up. Discussion regarding where the sign should be located due to the new Kwik Trip. Also, the sign needs to be updated to remove businesses that no longer exist. The Chamber should make these decisions.
- Judy DeRuyter addressed the board regarding the King Wok food truck generator noise. Carl Roethel communicated that King Wok will move to the car wash parking lot.

**SAFETY** - Carl Roethel, Chairperson

- Fire Partners Proposed Agreement – Dave Huenink from Town of Holland addressed the board regarding proposed changes to the existing Fire Partners agreement with the Village, Town of Holland, Lima, and Wilson.
  - Under the new agreement, the Village of Oostburg would pay 35% rather than an equal 25% due to call volume.
  - Trustee Eggebeen requested a Breakdown of how many actual fires.
  - Trustee Scheppmann requested a Breakdown of volunteers located in each area.
  - Trustee Scheppmann requested the calls data.
  - Concerns were expressed regarding the proposed changes:
    - \$10,000 more needed in 2024 Village budget;
    - The agreement should require approval from all partners (not majority);
    - Maintenance on the building should be paid for by the partners;
    - Clerk's time should be reimbursed for processing Payroll and invoices.
  - After much discussion, Dave wants a tentative agreement from boards by October, the reasonable suggestions will be incorporated. Then the Village Lawyer will review it.

- Cedar Corp Agreement – engineering work is progressing for the Business Park sidewalk, signs, and traffic lights.
- Corner of Heritage Drive and Center Avenue – per the Traffic Study, sidewalk will be on south side of Center Avenue. Motion by Roethel seconded by Wynveen to accept engineering proposal. Trustee Davies abstained. Motion carried 5-0.
- First Responders Account Balance – Amy proposed changes to the Ambulance account:
  - Change name to Oostburg First Responders;
  - Add signers Allen, Jim, Amy, Rebeka;
  - Remove signers Carl Roethel and Jill Ludens;
  - Keep all First Responder funds in that account until spent.
  - Motion by Roethel, seconded by Wynveen to change account name to Oostburg First Responders, and signers will be President, Chair of Finance, Clerk, and Deputy Clerk. Motion carried 6-0.

**STREETS** - Philip Mentink, Chairperson - No business to discuss.

**UTILITIES** - Steve Eggebeen, Chairperson

- President Wrubbel provided an update on the delay to finishing the North 10<sup>th</sup> Street project. The Railroad approved the permit to dig within the Right of Way in April. Since then, the Railroad changed their Area of Influence. We are waiting one more week for a waiver.

**FINANCE** - Jim Davies, Chairperson

- Motion by Davies seconded by Wynveen to approve Operator's Temporary License Permits for Daven Claerbout and Dan Mamalat to serve alcohol at Dutchland Picnic on Sept 24. Motion carried 6-0.
- Motion by Davies seconded by Wynveen to approve Kwik Trip Class A Beer/Liquor, Tobacco License, and operator's permits for Jeffery Montague, Wendy Sippel, Tyler Moore, John Fonk, Zachary Irish, Latesha Scales, Amy Buechel, Alyssa Kark, Douglas Kirchner, Julie Sarver, Joel Remberg, Jennifer Weiley, Lola Caldwell, Logan Brock, Ethan DeSwarte, Austin Clem, Valerie Lohr, Jessilyn Voskuil, Elizabeth Michals, Starr Santarius, Kim Thein, and Michelle Bohlman. Motion carried 6-0.

**ZONING** - Glenn Wynveen, Chairperson - No business to discuss.

**CLERK'S REPORT/FINANCIALS**

- Amy received budget worksheets from all committees and will attend the October 6 committee meeting so we can discuss the proposed 2023 budget. She will review the proposed amounts with Allen and meet with our Accountant this month.
- Phone expenses BCN – Amy communicated that the monthly phone expenses appear high for land lines, and we need to upgrade in 2023. She proposed considering other vendors. The board advised to discuss SCADA system with Greg and then contact Spectrum.
- Phone expenses for U.S. Cellular – Amy communicated the monthly cell phone bill is complex and it's unclear how much should be deducted from employee's paychecks. There is no policy in the Employee Handbook. The Personnel Committee will review.
- Government Window – Amy proposed accepting credit cards in the office. We currently accept cash or check for dog license, grass clippings, park reservations, and parking tickets. Utilities and taxes can also be paid on-line with credit card. Fee of 2.75% paid by card holder. Motion by Roethel seconded by Wynveen to use Government Window. Motion carried 6-0.
- Motion by Davies seconded by Scheppmann to approve financial reports, including checks numbered 51848-51911. Motion carried 6-0.

**PROPERTY** - Pete Scheppmann, Chairperson

- Offers to Purchase from Red Barn LLC, Preheat, Dollar Tree, and Culver's.
  - Motion by Scheppmann seconded by Eggebeen to accept the Offer to Purchase from Red Barn. Motion carried 6-0 by roll call.
  - Motion by Scheppmann seconded by Eggebeen to accept the Offer to Purchase from Preheat. Motion carried 6-0 by roll call.
  - Motion by Scheppmann seconded by Eggebeen to Decline the Offer to Purchase from Casey for a Dollar Tree. Motion carried 6-0.
  - Motion by Scheppmann seconded by Eggebeen to accept the Offer to Purchase from Oostburger LLC for Culver's. Motion carried 6-0 by roll call.
- Motion by Scheppmann seconded by Wynveen to go 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 Davies to reconvene in open session. Motion carried 6-0.

**PRESIDENT'S REPORT** – President Allen Wrubbel provided an update on the following:

- Culver's – we have an approved offer to purchase, but just waiting for their attorney review. We expect work to start late winter or early spring.
- Kwik Trip – Grand opening on October 3 and ribbon cutting on October 6.
- Oshkosh Cold Storage – Ron Dalton approved engineering plan. Obtained site plan permission from DNR. Our Building Inspector will approve permit for 254,000 sq ft cold storage.
- Dutchland – he has a meeting scheduled to meet the new CEO.

**ADJOURNMENT**

Motion by Wynveen seconded by Scheppmann to adjourn at 7:38 pm. Motion carried 6-0.

Respectfully submitted,

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Amy S. Wilterdink, Clerk