

**Minutes of the Regular Village Board Meeting
Village of Oostburg, 1140 Minnesota Avenue, Oostburg, WI
Monday, October 13, 2025, 6:00 pm**

- Acting Village President Carl Roethel called the meeting to order at 6:01 pm.
- The Pledge of Allegiance was recited.
- Roll Call was taken –
 - Present: Acting Village President Carl Roethel, Trustees Jim Davies, Phil Mentink, Carl Roethel, Brian Schumacher, and Glenn Wynveen.
 - Other Attendees: Ken Beilke, Matt Stephan representing Cedar Corp, and Clerk Amy Wilterdink.
 - Village President Brian Hilbelink and Trustee Peter Scheppmann were absent.
- Amy Wilterdink certified that the agenda was posted on Thursday, October 9, 2025 at Noon at the Municipal Building, Post Office, Oostburg Public Library, and our website.
- Motion by Phil Mentink seconded by Brian Schumacher to approve the agenda. Motion carried.

PUBLIC INPUT – No Business

MEETING MINUTES –

- Motion by Glenn Wynveen seconded by Brian Schumacher to approve the Joint Review Board meeting minutes of September 8, 2025. Motion carried.
- Motion by Brian Schumacher seconded by Phil Mentink to approve the Plan Commission meeting minutes of September 8, 2025. Motion carried.
- Motion by Jim Davies seconded by Glenn Wynveen to approve the Regular Board Meeting minutes of September 8, 2025. Motion carried.
- Motion by Jim Davies seconded by Brian Schumacher to approve the Special Board Meeting minutes of September 22, 2025. Motion carried.
- Motion by Phil Mentink seconded by Glenn Wynveen to approve the Joint Review Board meeting minutes of September 30, 2025. Motion carried.
- Motion by Jim Davies seconded by Phil Mentink to approve the Special Board Meeting minutes of October 6, 2025. Motion carried.

FINANCIALS/CLERKS REPORT –

- Financial Reports – Check #54684 was voided today due to printer issue.
 - Motion by Glenn Wynveen seconded by Jim Davies to approve financial reports, including checks numbered 54576-54684. Motion carried.
- Oath of Office – Brian Schumacher was sworn into office as Trustee to fill the remainder of Steve Eggebeen’s term until April 2027.
- David Nyenhuis resigned from Plan Commission in September, so there is a vacancy to fill.
- Brian Schumacher moved to Village Board, so there is a vacancy on Board of Appeals and two vacancies on Plan Commission.

STREETS - Philip Mentink, Chairperson

- Amendment to Engineering Agreement for N Heritage Dr.
 - Motion by Phil Mentink seconded by Brian Schumacher to approve the amendment from Donohue. Phil Mentink abstained from the vote. Motion carried.
- Cedar Grove Warehouse gravel driveway on N 10th St.
 - Discussion that sidewalk and approach are acceptable. According to former Board members, there was no agreement made in the past. Amy will respond to the resident who questioned this property.
- Name of new cul-de-sac east of Erie and east of Huron.
 - Motion by Phil Mentink seconded by Jim Davies to keep the name as an extension of Erie Ave and Huron Ave respectively. Motion carried.

PROPERTY – Peter Scheppmann, Chairperson

- Bid District snow removal quote from Jaycob Mentink Outdoors.
 - Motion by Phil Mentink seconded by Brian Schumacher to accept Jaycob's bid as presented. Motion carried.

FINANCE – Jim Davies, Chairperson

- 2026 Budget Preparation –
 - The draft budgets are being prepared for a Public Hearing on Nov 10. Discussion regarding street repair on Zuider and S 11th St. New pavement is needed, but no utility work because the mains are good. The homeowners can choose to line or replace the cast iron laterals.
- Margo's Alcohol Permit and Operator (Bartender's) License Application
 - Motion by Jim Davies seconded by Glenn Wynveen to accept application. Motion carried.

ZONING/PARKS – Glenn Wynveen, Chairperson

- Settlers Pointe Phase 2 - Final Plat Approval
 - Motion by Glenn Wynveen seconded by Jim Davies to follow the Plan Commission recommendation to approve the Final Plat for Settlers Pointe. Motion carried.
- Amend Official Zoning Map
 - Motion by Glenn Wynveen seconded by Jim Davies to amend the Official Zoning Map as presented. Motion carried.
- Poco Packing Final Site Plan
 - Motion by Glenn Wynveen seconded by Jim Davies to accept the Planning Commission's recommendation to approve the final site plan for Poco Packing. Motion carried.
- Resolution Discontinuing the ROW at Woodland Court
 - Motion by Glenn Wynveen seconded by Jim Davies to accept the resolution to discontinue Woodland Court north and east of Viking Masek. Motion carried.
- Grace Bible Fellowship - Sign Permit
 - Motion by Glenn Wynveen seconded by Jim Davies to reject the monument sign permit application based on Plan Commission discussion. Motion carried.

UTILITIES – Brian Schumacher, Chairperson – No Business.

- Water Tower leases – Brian will have a report next month regarding cell tower leases.

SAFETY - Carl Roethel, Chairperson

- Ordinance 2.05(11) Dumpsters in Residential Areas –
 - Carl recommends one change to the draft ordinance to only be valid for 30 days.
 - Motion by Glenn Wynveen seconded by Jim Davies to approve Dumpsters Ordinance Section 2.05(11) after revising section 1(C)(4) to 30 days. Motion carried.
- Noise complaint regarding MM Cold Storage – Glenn had update from the complainant that the noise has been alleviated. No further action is needed. The Board discussed concern regarding the pond, erosion control, and weeds during construction. Matt Stephan will look for their state permit.
- Law Enforcement Contract with Sheboygan County Sheriff's Dept.
 - Motion by Carl Roethel seconded by Glenn Wynveen to renew the contract. Motion carried.
- Joint Powers Agreement with Sheboygan County Sheriff's Dept to assist other departments when called.
 - Motion by Carl Roethel seconded by Glenn Wynveen to sign the Joint Powers Agreement. Motion carried.

ADJOURNMENT –

- Motion by Jim Davies seconded by Glenn Wynveen to adjourn at 6:51 pm. Motion carried.

Respectfully submitted,

Amy Wilterdink, Clerk/Treasurer