

**Minutes of the Regular Village Board Meeting
Village of Oostburg, 1140 Minnesota Avenue, Oostburg, WI
Monday, December 8, 2025, 6:00 pm**

- Acting Village President Carl Roethel called the meeting to order at 6:00 pm.
- The Pledge of Allegiance was recited.
- Roll Call was taken –
 - Present: Trustees Jim Davies, Phil Mentink, Carl Roethel, Brian Schumacher, Peter Scheppmann, and Glenn Wynveen. Other Attendees: Troy Opgenorth, Matt Stephans representing Cedar Corp, and Clerk Amy Wilterdink.
 - Absent: President Brian Hilbelink
- Amy Wilterdink certified that the agenda was posted on Friday, December 5, 2025 at 9:30 am 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 – Eileen Robarge from Wisconsin Lakefront Property Management gave a development presentation.

MEETING MINUTES –

- Motion by Pete Scheppmann seconded by Phil Mentink to approve the Regular Board Meeting minutes of November 10, 2025. Motion carried.
- Motion by Glenn Wynveen seconded by Jim Davies to accept the Board of Appeals meeting minutes of November 13, 2025. Motion carried.

FINANCIALS/CLERKS REPORT –

- Financial Reports –
 - Motion by Glenn Wynveen seconded by Brian Schumacher to approve financial reports, including checks numbered 54743-54792. Motion carried.
 - Oostburg School has a podcast available regarding financials. It will be communicated in the Lakeshore Weekly and on FaceBook.

PROPERTY – Peter Scheppmann, Chairperson

- Library Staffing Update – Director Julie Darnell was hired 12/1/25.
 - Motion by Peter Scheppmann seconded by Jim Davies to accept Director Julie Darnell. Motion carried. The Village Board asked Pete if Julie could attend a meeting in Q1 to introduce herself.
- Request for Residential Garbage Pickup in Business Park. The Committee will meet with our Waste Management contact on Thursday.
- Contract renewal for IT Support. The Committee will work on this topic.
- Land Purchase on N Heritage Dr – Realtor Agreement.
 - Motion by Peter Scheppmann seconded by Phil Mentink to accept agreement from our realtor for Heritage Dr proposal to buy the property and to approve the Offer to Purchase land on Heritage Dr. Motion carried.

- Fire Dept Pickup Truck Purchase.
 - Motion by Peter Scheppmann to purchase a used 2011 GMC Sierra 2500 Crew Cab 4-wheel drive truck, equipped with emergency lights, sirens, and custom storage unit for bed of truck with truck cap, for the Village of Oostburg, Town of Holland and Town of Lima Fire Partners, not to exceed \$35,000, with the following conditional agreement. The Town of Holland and Town of Lima Boards approval of their financial portion of 30% each (as per the Fire Partners Agreement), of the cost not to exceed \$35,000 for the above stated vehicle. Representatives from each Fire Partners had input and all recommended the purchase of the vehicle that was originally used by North Fond du Lac Fire Department.
 - Brian Schumacher supported the motion. Motion Carried.

FINANCE – Jim Davies, Chairperson

- Employee Holiday Bonuses.
 - Motion by Jim Davies seconded by Glenn Wynveen to give employee bonuses of \$350 for full-time Village employees, and \$150 for part-time employees (Jill and Bruce). Motion carried.
- Appointment of Election Inspectors for 2026-2027 elections.
 - Motion by Jim Davies seconded by Glenn Wynveen to accept poll workers. Motion carried.
- Restitution payments of \$150 per month are expected going forward.

UTILITIES – Brian Schumacher, Chairperson

- Bertram Tower Agreement. Brian Schumacher agreed for Carl to send the letter drafted by our attorney to cancel the agreement.
- Vacant Business on Center Ave – discussion regarding utility concerns.

SAFETY - Carl Roethel, Chairperson

- Property Violations Ord 2.05(8) – recommend adding verbiage to trim overgrown plants, and a definition of overgrown vegetation.
 - Motion by Glenn Wynveen seconded by Brian Schumacher to change 2.05(8) as presented. Motion carried.
- Fire Dept Officers Elected.
 - Brian Schumacher, 2-year term as Secretary/Treasurer.
 - Brandon Wisse, 5-year term as Trustee.
- Transient Merchant Permit Fees.
 - Motion by Glenn Wynveen seconded by Jim Davies that first time fee \$250 per year and existing permit holders would pay \$50 per year for renewals. Motion carried.

ZONING/PARKS – Glenn Wynveen, Chairperson – No business.

STREETS - Philip Mentink, Chairperson – No business.

ACTING VILLAGE PRESIDENT – Carl Roethel

- Plan Commission Appointment.
 - Motion by Carl Roethel seconded by Brian Schumacher to appoint Troy Opgenorth to Plan Commission to replace Brian Schumacher. Motion carried.
- Joint Review Board Appointment.
 - Motion by Carl Roethel seconded by Brian Schumacher to appoint Troy Opgenorth to Joint Review Board to replace Brian Schumacher. Motion carried.
- Board of Appeals Appointment of Jason Parrish to serve as alternate.
 - Motion by Carl Roethel seconded by Glenn Wynveen to appoint Jason Parrish to Board of Appeals. Motion carried.

ADJOURNMENT –

- Motion by Glenn Wynveen seconded by Pete Scheppmann to adjourn at 7:25 pm. Motion carried.

Respectfully submitted,
Amy Wilterdink, Clerk/Treasurer