

**MINUTES OF THE REGULAR VILLAGE BOARD MEETING  
VILLAGE OF OOSTBURG  
VILLAGE OFFICES, 1140 MINNESOTA AVENUE, OOSTBURG, WISCONSIN  
MONDAY, FEBRUARY 14, 2022**

The following members of the Village Board were present: President Allen Wrubbel, Trustees James Davies, Steve Eggebeen, Philip Mentink, Carl Roethel, Peter Scheppmann, and Glenn Wynveen.

Also present were Attorney Michael Bauer, Clerk Amy S. Wilterdink, Wendy Bjorklund, Joel Frier, Tim Heinen, Hope Heinen, Amber Walcott, Mary Ellen Meyer, Adam Dykstra, Ed Hurlbutt, Jay Huibregtse, Ben Wynveen, Ken Bielke, and Michael DeHays.

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 S. Wilterdink that the February 14, 2022, Notice of Meeting and Agenda was posted on January 11, at 12:30 PM at the Oostburg Municipal Office, the Oostburg Public Library, the Oostburg Post Office, and on the Oostburg.org website.

**AGENDA & MEETING MINUTES**

Trustee Davies moved that the agenda be approved. Trustee Wynveen seconded the motion. Motion carried.

Trustee Wynveen moved to approve the minutes of the January 10, 2022, regular board meeting. Trustee Roethel seconded the motion. Motion carried.

Trustee Eggebeen moved to approve the minutes of the January 25, 2022, Special Board meeting. Trustee Davies seconded the motion. Motion carried.

**FINANCIAL REPORTS**

Trustee Wynveen made a motion to approve the financial reports, including checks numbered 51460-51512. Checks 51493 and 51458 were voided. Trustee Scheppmann seconded the motion. Motion carried.

**PROPERTY**

Trustee Scheppmann made a motion to act on recommendation of the Plan Commission to approve the plans presented by Carlton Automotive at 39 Center Avenue. Trustee Wynveen seconded the motion. Carl Roethel Abstained. Motion carried.

Trustee Scheppmann made a motion to act on recommendation of the Plan Commission to approve the plans presented by Oostburg Concrete at 110 S. Business Park Drive. Trustee Wynveen seconded the motion. Motion carried.

Discussion regarding two requests for possible annexation. Attorney Bauer explained the annexation process. One property is located west of Westfield and another north of the high school. No action was taken.

Trustee Scheppmann made a motion to not accept the offer to purchase two acres on eastern side Lot E in the Business Park. Trustee Eggebeen seconded the motion. Motion carried.

Discussion regarding the Bruggink property and the Industrial Park. Attorney Bauer questioned why the Village would get involved in that transaction. It could remain between the buyer and seller. No action was taken.

Trustee Scheppmann made a motion to purchase a new snowplow truck from the County of Sheboygan. The cost recently increased from \$185,000 to \$240,000. With prices increasing quickly, we need to put in the request at this time. The actual purchase and receipt of the truck would occur at the end of 2023. Trustee Eggebeen seconded the motion. Motion carried.

### **SAFETY**

Trustee Roethel made a motion to discontinue having the Village provide crossing guards as of the end of the 2021-2022 school year, and to not seek replacements as turnover occurs. He also recommends installing 4-way stops at the corner of New York and 6<sup>th</sup> Street and the corner of New York and 7<sup>th</sup> Street. President Wrubbel will meet with the School District Administrator. Upon a call of the roll, Trustees Davies, Eggebeen, Mentink, Roethel, and Wynveen in favor of the motion. Trustee Scheppmann abstained. Motion carried.

Trustee Roethel made a motion to change the Fire Department and First Responder payroll processing schedule from annual to quarterly. Trustee Wynveen seconded the motion. Motion carried.

### **UTILITIES**

Trustee Eggebeen made a motion to approve a disposal permit for Den-Bec Septic Pumping. Trustee Scheppmann seconded the motion. Motion carried.

Trustee Eggebeen made a motion to request Ehlers to perform a water/sewer rate study. Trustee Mentink seconded the motion. Motion carried.

### **STREETS**

Trustee Mentink provided an update regarding street improvement projects.

- North 10<sup>th</sup> Street – The engineer is putting together documents for bids in March. The work would improve aging sewers and alleviate bottleneck issues. The Village would pay half the curb expense. The landowner would pay for sidewalk and half the curb expense.
- Minnesota Avenue between North 10<sup>th</sup> Street and the Railroad tracks. Engineers are holding off at this time so that we can coordinate efforts with Sheboygan County. This project is on hold temporarily.
- North 9<sup>th</sup> Street between Center Avenue and Wisconsin Avenue. There have been several water main breaks in the past year. We are obtaining a cost estimate from the Engineer. This work is tentatively planned for 2024 or 2025.
- Wisconsin Avenue between train tracks and school district property. The engineer will provide an estimate for reconstruction of asphalt.

Oostburg Christian School will be re-paving the alley. The Village owns 16 feet of the alley. Trustee Mentink made a motion to approve the cost of 16 feet of alley pavement. Trustee Eggebeen seconded the motion. Motion carried.

### **ZONING**

There have been requests for short-term rentals. Attorney Bauer communicated information regarding State of Wisconsin legislation and other local municipalities that have ordinances. Trustee Wynveen will draft a proposed ordinance for review.

Attorney Bauer discussed referendum requirements. Most decisions are made by the Village's elected officials. It is not appropriate for residents to vote on zoning or construction requests because it's in direct conflict with the zoning process. That is part of the governing board's decision.

Attorney Bauer discussed options for neighbors around the Westfield retention pond.

- One option would be for the homeowners to hire a surveyor and divided up the property, and each homeowner could purchase a portion separately.
- Another option is to create a homeowner's association. The Village could deed the pond to the association, and the association could purchase insurance to protect against risk.
- If the Village continues to own the property, it may be necessary to post "No Trespassing" signs and/or constructing a fence to provide protection for children near the pond.
- Regardless of the option chosen, the Village needs a stormwater maintenance agreement and an easement created.

### **FINANCE**

TID #1 was scheduled to close in April 2022, but there is an option to keep it open for another 2 to 3 years to recoup funds. Bryan Grunewald from CLA will provide more details. The Joint Review Board will meet on March 14 to discuss.

TID #3 may need an amendment to put more funds in the Sewer fund. Before making a decision, we will obtain information from the Water/Sewer Rate Study.

Trustee Davies made a motion to implement a Confidentiality policy for Office Staff to sign annually. Trustee Schepmann seconded the motion. Motion carried.

### **PRESIDENT'S REPORT**

President Wrubbel communicated the resignation of Neil VanderPloeg from Plan Commission, and appointment of Joel Frier to Plan Commission. Trustee Wynveen made a motion to accept Joel Frier on Plan Commission. Trustee Eggebeen seconded the motion. Motion carried.

President Wrubbel communicated that Culver's is interested in purchasing a parcel in the Business Park. Two representatives from Culver's met with President Wrubbel to discuss three possible building layouts. They will continue discussion with our realtor and attorney.

### **CLOSED SESSION**

Trustee Davies made a motion to convene in closed session pursuant to Wis. Stat. sec. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or

written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – Pine Haven Christian Home, Inc. Upon a call of the roll, Trustees Davies, Eggebeen, Mentink, Roethel, Scheppmann, and Wynveen in favor of the motion. Trustee abstained. Motion carried unanimously.

Trustee Davies made a motion to reconvene in open session. Trustee Wynveen seconded the motion. Motion carried.

Trustee Davies moved to adjourn at 7:35 pm, which was seconded by Trustee Wynveen and unanimously carried.

Respectfully submitted,

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Amy S. Wilterdink, Clerk/Treasurer