

**Minutes of the Regular Village Board Meeting
Village of Oostburg, 1140 Minnesota Avenue, Oostburg, WI
Monday, April 8, 2024, 6:00 pm**

ATTENDANCE

The following members of the Village Board were present: Trustees Steve Eggebeen, Carl Roethel, Peter Scheppmann, and Glenn Wynveen.

Also present were Jon Kuhlow, Allen Wrubbel and Clerk Amy Wilterdink.

The following were absent: President Brian Hilbelink, Trustees Jim Davies, and Phil Mentink.

The Clerk called the meeting to order at 6:00 pm. Motion by Wynveen seconded by Scheppmann for Carl Roethel to serve as the presiding officer for tonight's meeting during the Village President's absence. Motion carried.

The Pledge of Allegiance was recited.

COMPLIANCE WITH OPEN MEETINGS LAW

The Village Clerk certified that the agenda was posted on April 5 at 4:30 pm at the Municipal Building, Post Office, Oostburg Public Library, and the Village website.

AGENDA - Motion by Wynveen seconded by Eggebeen to approve the agenda. Motion carried.

PUBLIC INPUT – No business.

MEETING MINUTES

- Motion by Wynveen seconded by Scheppmann to accept the minutes of March 11, 2024. Motion carried.

ANNUAL FINANCIAL REPORT

- Bryan Grunewald representing CliftonLarsonAllen presented the Annual Audit Report.

CLERK'S REPORT/FINANCIALS

- Staffing update – Jill Ludens started working part-time in the office last week.
- Board Members will be paid for the last years' service on Friday, April 12, 2024.
- Amy will attend the WMCA Institute & Academy at UWGB for one week in July. This will be year 1 of 4 to complete her Clerk/Treasurer certification.
- The Elected Officials Oath of Office was signed by Trustees Davies, Roethel, and Wynveen.
- Access Cards for yard waste need to be re-programmed. This was communicated 3 times in Lakeshore Weekly and 2 times on Facebook. Hundreds have been processed.
- Large refuse dumpster – Amy frequently receives requests asking where to dispose of large items. The Board agreed for Amy to provide a price list from Harter's.
- Permit renewals requiring Board approval – Amy can approve the renewals without Board approval for East Central, Den-Bec, King Wok, or Heavy Smoker. But any new company requires Board approval.

- Special assessments from 2023 street projects – 77 paid in full, 23 elected a 5-year payment plan, 3 elected a 3-year payment plan, and 16 did not respond. Amy will follow-up to confirm they know it will be on their 2024 property tax bill.
- Financial Reports – checks 53110-53116 were voided due to a printer issue.
 - Motion by Wynveen seconded by Scheppmann to approve financial reports, including checks numbered 53044-53162. Motion carried.

FINANCE - Jim Davies, Chairperson

- Operator's License Permits for Kwik Trip
 - Motion by Wynveen seconded by Eggebeen to approve. Motion carried.
- Approve Trustee Compensation
 - Motion by Wynveen seconded by Scheppmann to approve. Motion carried.

ZONING/PARKS – Glenn Wynveen, Chairperson

- Request for a Fundraiser in Veterans Park by Grace Bible Church on the same day as community garage sale to support missions. Send back to committee. Someone from church is expected to attend the next Board meeting.
- Request from Louis Structures to rent MVP Storage Building.
 - Motion by Wynveen to approve request to set up operations unless causes problems with sewage. Discussion that if zoned properly, there is no need to approve rentals. Motion rescinded.

STREETS - Philip Mentink, Chairperson - no business.

SAFETY - Carl Roethel, Chairperson - no business.

PROPERTY - Pete Scheppmann, Chairperson

- Lawn Care Bids
 - Motion by Scheppmann seconded by Wynveen to accept Jaycob Mentink Outdoors quote for bid district. Motion carried.

UTILITIES – Steve Eggebeen, Chairperson

- WPDES Permit Review – Greg waiting on some test results for Donohue.

MISCELLANEOUS BUSINESS –

- Closed Session – motion by Wynveen seconded by Eggebeen to go into closed session. Roll 4-0. Motion carried.
- Motion by Wynveen seconded by Eggebeen to go into open session.
 - Motion by Wynveen seconded by Eggebeen to deny Pine Haven's request for unlawful 2023 taxes. Motion carried. The Clerk will send a certified letter responding to Pine Haven's attorney. Motion carried.

ADJOURNMENT

- Motion by Wynveen seconded by Scheppmann to adjourn at 7:42 pm. Motion carried.

Respectfully submitted,

Amy Wilterdink, Clerk