

**Minutes of the Regular Village Board Meeting
Village of Oostburg, 1140 Minnesota Avenue, Oostburg, WI
Monday, May 13, 2024, 6:00 pm**

ATTENDANCE

The following members of the Village Board were present: President Brian Hilbelink, Trustees Jim Davies, Steve Eggebeen, Phil Mentink, Carl Roethel, Peter Scheppmann, and Glenn Wynveen. Also present were Attorney Michael Bauer, Ken Beilke, Izzy Herr, Josh Herr, Travis Krell, Daphne Resch, David Resch, Angela Surratt, and Clerk Amy Wilterdink.

The Village President called the meeting to order at 6:00 pm. The Pledge of Allegiance was recited.

COMPLIANCE WITH OPEN MEETINGS LAW

The Village Clerk certified that the agenda was posted on May 8 at 11:00 am at the Municipal Building, Post Office, Oostburg Public Library, and the Village website.

AGENDA - Motion by Davies seconded by Roethel to approve the agenda. Motion carried.

PUBLIC INPUT –

- Angela Surratt requested to hold a Family Market Day at Veterans Park with a portion of proceeds going to Oostburg Community Education Fund.
 - Motion by Wynveen seconded by Roethel to approve the market day proposal at Veterans Park. Motion carried.
- Josh & Izzy Herr requested to hold a fundraiser at Veterans Park for a school in Haiti.
 - Motion by Roethel seconded by Wynveen to allow the event. Motion carried.

MEETING MINUTES - Motion by Davies seconded by Scheppmann to accept the Board meeting minutes of April 8, 2024. Motion carried.

CLERK'S REPORT/FINANCIALS

Financial Reports – checks 53224, 53233 and 53234 were voided due to a printing issue. Check 53213 was voided due to a credit with BCN.

- Motion by Wynveen seconded by Mentink to approve financial reports, including checks numbered 53163-53245. Motion carried.

UTILITIES – Steve Eggebeen, Chairperson

- Tower Point Easement for SBA Tower Lease – Attorney Mike Bauer explained the Tower Point agreement. They are buying our rights in the lease as the landlord of the cell tower. We will remain the record title holder on the property.
 - Motion by Eggebeen seconded by Scheppmann to approve the Tower Point lease. Motion carried.
- Floodplain Ordinance – Attorney Bauer is working on an ordinance for approval. This ordinance is required by law to ensure no projects can impact the floodplain.
- Sewer Lateral on Aspen Ave – residence has sag in the pipe in the road. It will be fixed.
- Generator proposals for wells – Glenn requested a one-page recommendation summary.
- Scada Upgrade Phase 2 – some discussion, no action.

- Proposed Simplified Water Rate Increase 4.1% - based on our Accountants recommendation to cover loan payments on 9th and 10th St projects.
 - Motion by Eggebeen seconded by Mentink to approve simplified water rate increase. Motion carried. Amy to work with Ehler's to submit to PSC.
- Ordinance 22.11(4) Service Discontinued for Unpaid Water/Sewer Bills – Attorney Bauer discussed that the PSC has specific procedures to follow for delinquent accounts, and our ordinance allows us to turn off water. Currently over \$41,000 owed, with 28 accounts significantly behind.

FINANCE - Jim Davies, Chairperson

- Budget proposals for 2025 – Jim requested budget proposals by August 31.
- OAA Temporary Alcohol Permit for July 25, 2024.
 - Motion by Davies seconded by Roethel to accept application. Motion carried.

ZONING/PARKS – Glenn Wynveen, Chairperson

- Ordinance Amending Minimum Square Footage Lot Size Requirements – discussion between Trustees and Attorney. No action taken.
- Amending the zoning code – Attorney Bauer discussed law changes regarding protests/petitions. He will rewrite the code for Plan Commission review.
- Park Donation of \$389.75 for Playground Equipment
 - Motion by Wynveen seconded by Eggebeen to send a thank you for donation of swings at Veterans Park.
- Legislative Ward Splits - resolution for Gartman property annexed in 2022 which falls in District 26 (Wards 1-4 in District 27).
 - Motion by Wynveen seconded by Mentink to adopt the resolution establishing Ward 5. Motion carried.
- Request from Speedup/Shell to add Godfather's Pizza franchise – Discussion this is no problem if they obtain necessary building permits and state/county health inspections.
- Westfield Pond Offer to Purchase -waiting for paperwork.

SAFETY - Carl Roethel, Chairperson

- Property Maintenance Code for Natural Lawns -
 - Motion by Roethel seconded by Wynveen to approve property maintenance code changes. Motion carried. Discussion regarding impacts to natural lawns. Changes are effective 1/1/25. The Committee will have an application available before then.
- Camper Parking on Semi-Permeable Surface – part of ordinance change.
- The speed limit sign on Center Ave at 15th Street was moved west, and speeding has decreased at that intersection.

STREETS - Philip Mentink, Chairperson

- Sidewalk Improvement Update – Phil provided an update on sidewalk improvements.
 - Motion by Roethel seconded by Wynveen to allow Street committee authority to work with Engineer and Streets Committee to make final decision on plans to move ahead on sidewalk. Motion carried.
- Quotes to do Engineering for work on S 9th St – Phil to meet with Joel to send out RFP for engineering work. He will consider what other streets should be included.
- Mailbox clusters are ordered per request from Postmaster.

PROPERTY - Pete Scheppmann, Chairperson

- Property Insurance Deductibles
 - Motion by Scheppmann seconded by Eggebeen to raise insurance deductible from \$1,000 to \$5,000 to reduce premiums. Motion carried.
- Library meeting minutes – Pete will request monthly meeting minutes to be posted.
- Shed behind Municipal Building – pouring concrete soon, then to be complete in 4 weeks.

PRESIDENT'S UPDATE

- President Hilbelink gave an update regarding various meetings in the Village.

ADJOURNMENT

Motion by Wynveen seconded by Scheppmann to adjourn at 7:54 pm. Motion carried.

Respectfully submitted,

Amy Wilterdink, Clerk