

**Minutes of the Regular Village Board Meeting
Village of Oostburg, 1140 Minnesota Avenue, Oostburg, WI
Monday, June 9, 2025, 6:00 pm**

- Brian Hilbelink called the meeting to order at 6:00 pm.
- The Pledge of Allegiance was recited.
- Roll Call was taken –
 - Present: Village President Brian Hilbelink, Trustees Jim Davies, Steve Eggebeen, Phil Mentink, Carl Roethel, Peter Scheppmann, and Glenn Wynveen.
 - Other Attendees: Ken Beilke, Larry Borucki, Lisa Brusse, Micky Brusse, Dwight Ludens, Grant Sackett, Brian Schumacher, Jason Stewart, Dan TenPas, Nate Voskuil, Amber Walcott, Joe Walcott, Tom Walcott, Phil Cosson from Ehler’s, Matt Stephan from Cedar Corp, and Clerk Amy Wilterdink.
- Amy Wilterdink certified that the agenda was posted on June 6, 2025 at 10:00 am at the Municipal Building, Post Office, Oostburg Public Library, and the Village website.
- Public Input:
 - UTV/ATV - a few residents questioned why this topic is on agenda after the overwhelming response to this topic two years ago.
 - Street/sidewalks – a few residents asked questions regarding the S 9th St project.

AGENDA/MEETING MINUTES/FINANCIALS/CLERKS REPORT –

- Motion by Wynveen and seconded by Davies to approve the agenda. Motion carried.
- Motion by Wynveen seconded by Eggebeen to approve the Plan Commission meeting minutes of May 12, 2025. Motion carried.
- Motion by Davies seconded by Wynveen to approve the Regular Board meeting minutes of May 12, 2025. Motion carried.
- Motion by Davies seconded by Scheppmann to approve the Board of Review meeting minutes of May 28, 2025. Motion carried.
- Financial Reports – Motion by Scheppmann and seconded by Eggebeen to approve financial reports, including checks numbered 54331-54390. Motion carried.

FINANCE – Jim Davies, Chairperson

- TID 3 Project Plan Amendment – Phil Cosson from Ehler’s presented options to finance the 2026 Heritage Dr project using TID3 funds to reduce the impact on property taxes.
- Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,780,000 General Obligation Promissory Notes, SERIES 2025A
 - Motion by Davies and seconded by Roethel to sign the resolution to borrow \$1,780,000 for street projects. Roll call vote 7-0. Motion carried.

SAFETY - Carl Roethel, Chairperson

- Consider allowing ATV/UTV in the Village – Jim and Carl have had several people ask if they will address this topic again. Peter Scheppmann has talked to many residents who don’t want ATV/UTV’s in the Village due to safety concerns and noise hazard.
 - Motion by Roethel and seconded by Davies to allow ATV/UTV in the Village.

- Upon call of the roll, Trustees Davies and Roethel voted in favor of the motion. Trustees Wynveen, Eggebeen, Mentink, Scheppmann and President Hilbelink voted against the motion. Motion Failed 2-5.
- Consider an Ordinance for Chickens.
 - Motion by Roethel and seconded by Davies creating an ordinance regulating chickens in the Village to allow residents to raise chickens in the Village. Glenn requested a list of names and addresses of the Facebook chickens group from Joe to be provided to the Clerk. Joe suggested using the existing animal ordinance with just a few tweaks because our ordinance already addresses noise, smell, and waste.
 - Upon call of the roll, Trustees Davies and Roethel voted in favor of the motion. Trustees Wynveen, Eggebeen, Mentink, Scheppmann and President Hilbelink voted against the motion. Motion Failed 2-5.

FINANCE – Jim Davies, Chairperson

- Liquor License Renewal for the Village of Oostburg Establishments.
 - Motion by Davies and seconded by Eggebeen to approve liquor license renewals. Motion carried.
- Operator Permit Renewals.
 - Motion by Davies and seconded by Wynveen to approve the operator permit applications. Motion carried.
- Alcohol License Renewals for Judi’s, Kwik Trip, Mentink’s Market, and Shell.
 - Motion by Davies and seconded by Wynveen to approve alcohol license renewals. Motion carried.
- Cigarette, Vaping and Tobacco License Renewals for Shell & Kwik Trip.
 - Motion by Davies and seconded by Wynveen to approve tobacco renewals. Motion carried.
- Augustfest Alcohol Picnic License.
 - Motion by Davies and seconded by Eggebeen to approve Augustfest picnic license. Motion carried.

UTILITIES – Steve Eggebeen, Chairperson

- Resolution 3-2025 for Simplified Water Rate Increase.
 - Motion by Eggebeen and seconded by Mentink to sign the resolution for the water rate increase. Motion carried.
- Resolution 5-2025 for CMAR (Compliance Maintenance Annual Report).
 - Motion by Eggebeen and seconded by Scheppmann to sign the resolution for the annual CMAR. Motion carried.
- Utility work for Poco Packing on N Business Park Dr.
 - Motion by Eggebeen and seconded by Scheppmann to put in utilities for the new lot, cost not to exceed \$10,000. Motion carried.
- Water Sales to Contractors – discussion to consider a Daily Service Fee because they are often asking DPW to come at 5 am to fill trucks with water.
 - Motion by Eggebeen and seconded by Mentink to look into service fee for unmetered water sales. Motion carried.

ZONING/PARKS – Glenn Wynveen, Chairperson

- Ordinance 1.06 Amending BPD Zoning Standards Packing/Packaging.
 - Motion by Wynveen and seconded by Roethel to amend Ordinance 1.06 to allow packing and packaging in the Business Park. Motion carried.
- Resolution 6-2025 Authorizing Amendment to the Fee Schedule for Short-Term Rentals.
 - Motion by Wynveen and seconded by Eggebeen to add \$200 annual fee to fee schedule. Motion carried.
- Short-term rental application renewal for Wynveen Realty – Amy to approve renewals.
- Development Agreement.
 - Motion by Wynveen and seconded by Roethel to authorize to sign it. Motion carried.
- Resolution 7-2025 Adopting Technical Specifications Division 50-Utility and Street Construction in Settlers Pointe subdivision.
 - Motion by Wynveen and seconded by Davies to approve resolution. Motion carried.

PROPERTY – Peter Scheppmann, Chairperson

- Vacant Land Offer to Purchase.
 - Motion by Scheppmann and seconded by Eggebeen to approve Offer to Purchase from Bryan Hoffman to purchase vacant land. Motion carried.
- Poco Packing Amendment to Offer to Purchase.
 - Motion by Scheppmann and seconded by Eggebeen to approve Offer to Purchase from Poco Packing. Motion carried.
- Ordinance Annexing parcel 59030-463280 DeBlaey to Village.
 - Motion by Scheppmann and seconded by Eggebeen to approve annexation into the Village. Motion carried.

SAFETY - Carl Roethel, Chairperson

- Fire Partners Agreement -
 - Motion by Roethel and seconded by Scheppmann to approve the Fire Partners termination agreement. The current contract will run until Q3. Then it will terminate. Motion carried.
- Amend Ordinance Chapter 2 regarding property maintenance and natural lawns.
 - Motion by Roethel and seconded by Wynveen to amend the property maintenance ordinance. Motion carried.
- Burning – Carl asked Amy to send a letter to the business who continues to burn garbage and to add the Burning fine schedule to the July agenda.
- Natural Lawns - Carl asked for Natural Lawn fine schedule to be on the July agenda.

STREETS - Philip Mentink, Chairperson

- Repave Erie Ave – 300 Ft length quote in the amount of \$46,991 from the County to repave Erie from S 6th to new subdivision.
 - Motion by Mentink and seconded by Eggebeen to accept the quote and proceed with the work. Motion carried.
- Repave Huron Ave – 300 ft length quote in the amount of \$55,141 from the County to repave Huron after utility work from 6th St to new subdivision.

- Motion by Mentink and seconded by Scheppmann to accept the quote and proceed with the work. Motion carried.
- Street Project Assessments for road projects on S 9th & Huron and Ontario. In the past, property owners were assessed 50% of the cost.
 - Motion by Mentink and seconded by Eggebeen to not assess for sidewalks, curb, or gutter because that neighborhood just replaced sidewalks needing repairs. Pete abstained because his property is under construction. Motion carried.
- Resolution 8-2025 Adopting Utility & Street Construction Technical Specifications – in concert with our development code (for all going forward)
 - Motion by Mentink and seconded by Wynveen to accept the resolution to adopt the technical specifications. Motion carried.
- Street Project Update
 - Phil communicated that the road will be passable at all points during construction, unless directly in front of your driveway. Start with sanitary, work up to water, sewer will be last. Starting at the bank corner and going south.
 - Dan TenPas communicated a winter safety issue with a light post on Huron Ave impacting 2 sidewalk blocks. Phil will look and follow up with Dan.
 - Joe Walcott requested to fix a storm drain that has water shed problems at 822 Huron Ave. Phil will make sure that's in the plans.
 - A resident communicated a safety concern that contractors should remove the keys from equipment because there are lots of kids in the area. Amy asked the DPW to communicate the safety issue to the contractor.

MISCELLANEOUS

- Thank you from Scouts for use of the conference room.
- Thank you from Oostburg Christian School for Woodchips.

ADJOURNMENT - Motion by Wynveen and seconded by Davies to adjourn at 7:51 pm. Motion carried.

Respectfully submitted,
Amy Wilterdink
Clerk/Treasurer