



VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

MINUTES March 17, 2025

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on February 3rd 2025 with the agenda having been duly posted on Thursday, March 13th, 2025 at National Exchange Bank and Trust, the Elkhart Lake Post Office, and the Municipal Office between the hours of 4:10 P.M. and 4:20 P.M. and on the Village website on March 14th, 2025 at 9:25 A.M.

President Sadiq called the meeting to order at 6:00 P.M. with the following Trustees present or on Zoom: Richard Sadiq, Geoff Bray, Paul Rudnick, Mike Wolf, and Terri Knowles. Lynn Shovan and John Schott were absent.

Others in attendance include: Andrew Voruz; Emmitt Feldner; Jessica Reilly, Administrator/Clerk-Treasurer.

Approval of Minutes –

(Knowles/Rudnick) moved and seconded to approve the February 3rd, 2025 minutes.
Motion Carried Unanimously

Treasurer's Report –

(Rudnick/Knowles) moved and seconded to approve the February Treasurer's Report.
Motion Carried Unanimously

Public Comment –None

COMMITTEE REPORTS

FEBRUARY BUILDING PERMITS – Reilly

This report is included below.

Date	Address	Name	Project Description	Fee
2/7/2025	234 E. Rhine Street	Window Solutions / Houston	Window replacement	\$53.50
2/20/2025	99 S. Lake Street	Precision Roofing / Gesserts	Reroof / tear off	\$10.00
2/21/2025	500 QQQ Lane	Steffes Builders / QQQ	Flooring in Kitchen	\$200.00

PROTECTION OF PERSONS AND PROPERTY –Sadiq

Highlights of the February 13th and March 3rd, 2025 meetings:

- 1) The Committee reviewed some information on wake enhancement, as well as the Town of Rhine's current ordinance on wake enhancing activities.
- 2) The Committee stated they would send the Town of Rhine's ordinance to the attorney for review and then at their next Committee meeting have a public comment section where people could weigh in on the proposal.

ADMINISTRATION & FINANCE –Shovan

Highlights of the February 13th & March 5th, 2025 meeting:

- 1) The Committee reviewed a proposal for Road America marketing for 2025. There will be negotiations between the Village and Road America.
- 2) The Committee approved the cost of a switch for the new tornado siren at the Fire Station.
- 3) The Committee is recommending approval of the lease with the Mad Patcher for 2025.
- 4) The Committee denied the request to use bill.com for Tourism.
- 5) The Committee reviewed the reimbursement request for engineering for General Capital and approved \$42,932.14 to be reimbursed.
- 6) The Committee reviewed in closed session some legal claims.
- 7) The Committee reviewed the unpaid room tax and will work with the attorney on drafting a repayment agreement.
- 8) The Committee is recommending using Hopp, Neumann, and Humke for the Village's prosecuting attorney.
- 9) The Committee approved the change in location for the Farmer's Market. E. Rhine Street will now be closed again and vendors on this street. Square Street cannot be used, as there are not enough barricades to close both streets.
- 10) The Committee recommended approval of the 2025 firework's contract.
- 11) The Committee recommends paying ELIA \$3,400 for 2024.

PUBLIC WORKS –Reilly

Highlights of the March 5th, 2025 meeting:

- 1) The Committee recommends approving the lighting on Highway 67 between Industrial Drive and Badger Road.
- 2) The Committee discussed hiring and staff for the PW department in closed session.
- 3) The Committee recommends using the Safe Step Sidewalk program.
- 4) The Committee reviewed NMUC Sanitation Ordinance and will have to revise the Village ordinance to reflect the changes.

NORTHERN MORAINES UTILITY–Reilly

Minutes – January 13th & February 10th, 2025

Highlights – February 10th & March 10th, 2025 meeting:

- 1) The Commission has the sewer ordinance changes and needs to make sure all contributing authorities adopt it.
- 2) The sewer camera and trailer are being organized, so that it can be used in the coming months.

TREE COMMISSION – Reilly

Minutes – January 9th, 2025

Highlights – March 6th, 2025 meeting:

- 1) The Commission is planning for the Arbor Day celebration to be held on April 28, 2025. The Tree will be planted near the school along Highway 67.
- 2) The Commission also reviewed the tree maintenance plan for 2025 and which trees will be planted and removed.

LIBRARY – Knowles

Minutes – January 13th & February 10th, 2025

Highlights – February 10th & March 10th, 2025 meetings:

- 1) The Board reviewed the 2024 final expenses.

- 2) The Board approved mobile shelves and an activity wall that will be shipped in the coming months.
- 3) The Board reviewed the internet use policy and is updating it.
- 4) The programs were well attended in February.

TOURISM – Knowles

Minutes – January 16th & February 13th, 2025

Highlights – February 13th & March 13th, 2025 meetings:

- 1) There will be a meeting about the Welcome Center on April 2nd.
- 2) The Commission discussed the NFL Draft and their packages and bookings.
- 3) The Commission is not taking a stance on the wakeboarding issue.
- 4) Elktoberfest will be a one day event in September.
- 5) The Commission approved ELIA's donation request.
- 6) The Commission is reviewing the use of a JEM Grant for meetings/marketing.

PLANNING COMMISSION –Reilly

Minutes – January 8th & February 12th, 2025

Highlights – February 12th & March 12th, 2025 meeting:

- 1) The Commission approved the sign permit for NEBAT.
- 2) The Commission approved the EFIS coloring for Cal & Gus.
- 3) The Commission discussed potential plans for W6041 Badger Road.
- 4) The Commission approved building permits for Quit Qui Oc, Gesserts, and the Osthoff Resort.

PRESIDENT'S REPORT – Sadiq – None.

UNFINISHED BUSINESS:

Ratify February 2025 Bills

(Rudnick/Knowles) moved and seconded to approve the February 2025 bills as shown below:

Motion Carried Unanimously

27555	ABOVE AND BEYOND CORPORATION	LIBRARY CHILDREN'S MUSEUM MEMBERSHIP	\$ 250.00
27556	CHARTER COMMUNICATIONS	FD INTERNET	\$ 319.60
27557	EWALD AUTOMOTIVE GROUP	PD OUTLAY -NEW SQUAD '25 REGISTRATION	\$ 169.50
27558	FRONTIER	CLERK PHONE	\$ 1,327.19
27559	LAKE AREA PUBLIC WORKS ASSOC	STREETS EXP - LAKE AREA PW ASSOC. MEMB.	\$ 100.00
27560	NATIONAL EXCHANGE BANK & TRUST	BOARD EXPENSE- SAFE DEPOSIT BOX RENTAL	\$ 4,411.74
27561	SHEBOYGAN COUNTY TREASURER	STREET VEHICLE REPAIRS-MUD FLAP, CURB GR	\$ 6,506.16
27562	SUPERIOR VISION INSURANCE	VISION INSURANCE FEBRUARY	\$ 144.67
27563	TASC	FSA ADMINISTRATION FEES	\$ 40.83
27564	TRANSAMERICA LIFE INSURANCE CO	CRITICAL ILLNESS	\$ 25.70
27565	U.S. CELLULAR	POLICE WIFI- 2021 SQUAD	\$ 81.62
27566	UNEMPLOYMENT INSURANCE	PD UNEMPLOYMENT - NINMER	\$ 242.85
27567	WE ENERGIES	STREETS ELECTRICITY	\$ 10,171.16

27568	AURORA HEALTH CARE	GARAGE - PRE-EMPLOYMENT SCREEN- H. TENUI	\$ 145.00
27569	BAKER & TAYLOR	BOOKS	\$ 1,697.95
27570	BOARD OF COMMISSIONERS OF PUBLIC LANDS	TID#2 SARGENTO DEVELOP INCEN. PRINCIPAL	\$ 43,365.00
27571	BOND TRUST SERVICES CORP	NM BOND & STREET LOAN	\$ 92,130.00
27572	CASPER'S TRUCK EQUIPMENT	STREETS- BRINE SPRAYER	\$ 56.49
27573	CHARTER COMMUNICATIONS	TOURISM INTERNET	\$ 119.98
27574	CLEVELAND STATE BANK	CSB LOAN BARRICADES & KRAUS PROPERTY ROA	\$ 18,391.78
27575	CLEVELAND STATE BANK	N MORAIN UTILITY LOAN INTEREST PAYMENT	\$ 7,073.00
27576	CRITICAL POWER SERVICES LLC	SANITATION-SANITARY GENERATOR REPAIR	\$ 1,550.98
27577	DEMPSEY LAW FIRM, LLP	LEGAL - BOA ADVICE, FLOODPLAIN, ZONING,	\$ 2,372.00
27578	DEPOT AUTO SERVICE & TOWING, INC	PD-TOW & IMPOUND FORD EXPLORER	\$ 258.00
27579	DREXEL BUILDING SUPPLY INC KIEL	STREETS -LUMBER FOR STOP SIGN	\$ 47.75
27580	ECONO SIGNS	CHAMBER - FARMERS MARKET SIGNS	\$ 559.88
27581	EICHHORST, LORI	POLICE CLEANING	\$ 675.00
27582	FASTENAL COMPANY	STREETS- PLOW TRUCK/ WASHERS	\$ 160.88
27583	FRANKS RADIO SERVICE	FR REPROGRAM PAGERS	\$ 2,015.08
27584	GANNETT WISCONSIN MEDIA	SHEBOYGAN PRESS - SUBSCRIPTION	\$ 15.10
27585	GPM INVESTMENTS	PW FUEL	\$ 1,344.14
27586	HOPEFULLY HOMESTEADING	LIBRARY PROGRAMS - SOURDOUGH	\$ 244.00
27587	JAMES IMAGING SYSTEMS	CONTRACT RATE - 2/18/2025-3/17/2025	\$ 74.48
27588	KAPUR & ASSOCIATES	LEONARDS WAY CONSTRUCTION & PW TOURISM	\$ 13,015.20
27589	KIEL ACE HARDWARE	GARAGE - PICK UP TRUCK PART	\$ 67.75
27590	LANGE ENTERPRISES, INC	STREETS- 10 STOP SIGNS,2 FIRE TRK	\$ 619.89
27591	MAE RYLIES, LLC	FR - FLEECE LINED HATS-25	\$ 325.00
27592	MCCLONE	INSURANCE GENERAL	\$ 9,022.25
27593	MIDWEST TAPE, LLC	LIBRARY VIDEOS	\$ 119.20
27594	NORTHERN MORAIN UTILITY	SEWAGE TREATMENT	\$ 28,579.37
27595	SHEBOYGAN COUNTY TREASURER	COUNTY ASSESMENT JANUARY	\$ 130.00
27596	SPARKWORKS MARKETING & WEB DESIGN	BOARD WEB SITE HOSTING & SECURITY	\$ 676.00
27597	STAPLES ADVANTAGE	CLERK-MISC OFFICE SUPPLIES	\$ 271.70
27598	STARNITCKY MARY J	LIBRARY - NEEDLE ART / FELTING	\$ 120.00
27599	STATE OF WISCONSIN	COURT STATE ASSESSMENT - JANUARY	\$ 423.80
27600	TERMINIX	CLERK PEST CONTROL	\$ 113.00
27601	THE UNIFORM SHOPPE	POLICE UNIFORMS- PRITZL, OUTERWEAR	\$ 337.95
27602	U.S. CELLULAR	POLICE WIFI	\$ 606.34
27603	USA BLUEBOOK	GARAGE EXP - P.ZORN -PARKING CURB	\$ 254.84

27604	WISCONSIN PUBLIC SERVICE	WPS NATURAL GAS 2 MONTHS	\$ 3,912.31
27605	WITKOWSKI INSPECTION AGENCY, LLC	BUILDING INSPECTIONS- JAN	\$ 750.00
27606	WM CORPORATE SERVICES, INC.	REFUSE COLLECTION	\$ 11,769.93
27607	WOLF MOTORSPORTS	VEHICLE MAINT- 1/5/2024-2/4/2025	\$ 958.25
		TOTAL GENERAL CDA LIBRARY BILLS	\$ 268,160.29
8096	WISCONSIN PUBLIC SERVICE	REVERSE UNCASHED CK 8096 WPS	\$ (92.13)
8111	FRONTIER	WATER PHONE	\$ 215.19
8112	NATIONAL EXCHANGE BANK & TRUST	WATER SUPPLIES & EXP - HOSE, TUBE, CAULK	\$ 31.91
8113	WE ENERGIES	WATER ELECTRICITY	\$ 1,298.42
8114	CITY OF PORT WASHINGTON	BACTERIAL ANALYSIS	\$ 80.00
8115	CORE & MAIN, LP	WATER READING HOCKEY PUCK OLD READS	\$ 513.17
8116	CORSON, PETERSON & HAMANN S.C.	WATER ACCTING AUDIT 1ST-3RD QTRS 2024	\$ 1,600.00
8117	CRITICAL POWER SERVICES LLC	SANITATION-SANITARY GENERATOR REPAIR	\$ 1,412.75
8118	DIGGERS HOTLINE, INC.	WATER DIGGERS FEES/ PREPAYMENT	\$ 20.40
8119	KIEL ACE HARDWARE	WATER SUPPLIES	\$ 40.16
8120	MARTELLE WATER TREATMENT	WATER AQUA MAG & SODIUM BULK	\$ 1,362.61
8121	MCCLONE	WATER INSURANCE	\$ 163.00
8122	NEUMANN PLUMBING & HEATING INC	WATER WELL #3 FURNACE REPAIRS	\$ 676.47
8123	NEW HOLSTEIN TRUE VALUE	WELLS - POLY TUBE	\$ 59.00
8124	PUBLIC SERVICE COMMISSION OF WISCONSIN	WATER-REMAINDER ASSESSMENT	\$ 94.39
8125	U.S. CELLULAR	WATER CELL PHONE	\$ 94.70
8126	USA BLUEBOOK	HONEYWELL CIRCULAR CHART & HYDRANT ADAP	\$ 292.25
8127	WISCONSIN PUBLIC SERVICE	WATER NATURAL GAS	\$ 336.38
		TOTAL WATER BILLS	\$ 8,198.67

NEW BUSINESS:

ELIA 2024 Donation

(Rudnick/Wolf) moved and seconded to approve a donation of \$3,400 to ELIA for 2024.

Motion Carried Unanimously

Lighting along Highway 67 between Industrial Dr & Badger Rd.

(Rudnick/Bray) moved and seconded to approve the lighting of Highway 67 by We Energies.

Motion Carried Unanimously

Safe Step Sidewalk Program Approval

(Knowles/Rudnick) moved and seconded to approve the contract for the Safe Step Sidewalk Program.

Motion Carried Unanimously

Shop & Sip – April 26, 2025- Temporary Class B Wine & Fermented Beverage -Various Locations
(Schott/Shovan) moved and seconded to approve the Temporary Class B Wine & Fermented Beverage for the Shop & Sip event on April 26, 2025.

Motion Carried Unanimously

Shop & Sip – Temporary Operator’s License – Danial Dominguez – Gifts of Grace
(Knowles/Wolf) moved and seconded to approve the temporary operator’s license for Daniel Dominquez for the Shop and Sip event on April 26, 2025.

Motion Carried Unanimously

Depot Lease Approval

(Schott/Shovan) moved and seconded to approve the Depot Lease with the Mad Patcher for 2025.

Motion Carried Unanimously

Approval of New Prosecuting Attorney

(Schott/Shovan) moved and seconded to approve Hopp, Neumann and Humke as the new prosecuting attorney for the Northern Moraine Municipal Court.

Motion Carried Unanimously

2025 Fireworks Contract

(Rudnick/Knowles) moved and seconded to approve the fireworks contract with Spielbauer for Saturday, July 5, 2025.

Motion Carried Unanimously

TRUSTEE REPORTS: None

COMMUNICATIONS: None

ADMINISTRATOR’S REPORT–T

The Spring election in on April 1, 2025 and in-person absentee voting begins March 18th. The Board organization meeting will be held on April 15th with the time to be determined. Dog licenses are due by March 31st.

VOUCHERS

The following Water Department vouchers were presented to the Board for approval and payment:

8128	FRONTIER	WATER PHONE	\$ 218.39
8129	WE ENERGIES	WATER ELECTRICITY	\$ 1,241.82
8130	BROAD COVE ASSOC.	MAGHEIST PARTS - TIPS AND FERRELLS	\$ 40.65
8131	CORSON, PETERSON & HAMANN S.C.	WATER ACCTING 4TH QTR	\$ 2,125.00
8132	ELKHART LAKE POST MASTER	WATER POSTAGE 2000/ .56 EACH	\$ 1,120.00
8133	FERGUSON WATERWORKS #1476	WATER HYDRANT REPAIRS	\$ 2,402.89
8134	MARTELLE WATER TREATMENT	WATER AQUA MAG & SODIUM BULK	\$ 866.17
8135	SJE	WATER SERVICE SOFT START AT WELL #3	\$ 5,334.78
8136	U.S. CELLULAR	WATER CELL PHONE	\$ 254.91
8137	UTILITY SERVICE CO., INC.	WATER TOWER QUARTERLY MAINT STANDPIPE	\$ 2,141.62
8138	VIKING ELECTRIC SUPPLY INC	WATER METER WIRE	\$ 146.18

8139	VILLAGE OF ELKHART LAKE	WATER JAN & FEB WAGES & EMPLOYEE BENEFITS	\$ 27,929.31
8140	WB EXCAVATING	WATER MAIN BREAK REPAIR S LAKE ST	\$ 5,435.00
8141	WISCONSIN PUBLIC SERVICE	WATER NATURAL GAS	\$ 222.87
		TOTAL WATER	\$ 49,479.59

(Rudnick/Knowles) moved that the Water Utility vouchers be approved and paid as presented.

Motion Carried Unanimously

The following TIF & CDA vouchers were presented to the Board for approval and payment:

27612	KAPUR & ASSOCIATES	LEONARDS WAY CONSTRUCTION	\$ 1,961.40
		TOTAL CDA TID	\$ 1,961.40

(Knowles/Wolf) moved that the CDA & TIF vouchers be paid as presented.

Motion Carried Unanimously

The following library and general vouchers were presented to the Board for approval and payment:

27608	ADVOCATE AURORA HEALTH, INC	EAP Q1 2025	\$ 70.20
27609	CHARTER COMMUNICATIONS	FD INTERNET	\$ 319.60
27610	FRONTIER	CLERK PHONE	\$ 1,343.19
27611	KAPUR & ASSOCIATES	LEONARDS WAY CONSTRUCTION	\$ 12,957.43
27612	KAPUR & ASSOCIATES	LEONARDS WAY CONSTRUCTION	\$ 14,083.80
27613	MEEUSEN, MICHAEL	POLICE REIMBURSE - HOTEL KALAHARI	\$ 477.84
27614	NATIONAL EXCHANGE BANK & TR	CLERK OFFICE SUPPLIES - SHARP CALC	\$ 3,663.18
27615	SUPERIOR VISION INSURANCE	VISION INSURANCE MARCH -H. TEUNISSEN	\$ 21.79
27616	TASC	FSA ADMINISTRATION FEES	\$ 40.83
27617	TRANSAMERICA LIFE INSURANCE CO	CRITICAL ILLNESS	\$ 25.70
27618	U.S. CELLULAR	POLICE WIFI- 2021 SQUAD	\$ 162.42
27619	UNEMPLOYMENT INSURANCE	PD UNEMPLOYMENT - NINMER	\$ 309.40
27620	WE ENERGIES	STREETS ELECTRICITY	\$ 10,911.39
27621	BAKER & TAYLOR	BOOKS	\$ 1,483.39
27622	BATTERIES PLUS LLC	FD BATTERIES - FLOOR SCRUBBER	\$ 475.90
27623	BOND TRUST SERVICES CORP	FS LOAN/BOND 2017 INTEREST PAYMENT	\$ 15,121.25
27624	CHARTER COMMUNICATIONS	TOURISM INTERNET	\$ 119.99
27625	CITY OF PLYMOUTH	INCINERATOR COSTS	\$ 1,191.41
27626	CORSON, PETERSON & HAMANN S.C.	ACCOUNTING TID Q4 2024	\$ 4,100.00
27627	DEMPSEY LAW FIRM, LLP	LEGAL - CLAIMS, VARIANCE CSM ISSUES, DEP	\$ 2,370.00
27628	EBSCO	LIBRARY MAGAZINES VARIOUS RENEWALS	\$ 436.15
27629	EICHHORST, LORI	POLICE CLEANING	\$ 67.50
27630	ELKHART LAKE FIRE DEPARTMENT	FD MILEAGE- SCHMIDT CHIEFS MTG/PAGER PU	\$ 19,371.04
27631	ELKHART LAKE IMPROVEMENT	PARKS INVASIVE WEEDS TREATMENT	\$ 3,400.00

27632	ELKHART LAKE POST MASTER	CLERK POSTAGE- 1800 STAMPS @ \$0.73	\$ 1,482.00
27633	ELKHART LAKE WATER DEPARTMENT	Q1 2025 HYDRANT RENTAL	\$ 33,824.25
27634	ELKHART LAKE-GLEN. SCHOOL DIST	CELL TOWER LEASE Q1 2025	\$ 1,924.34
27635	EMERGENCY SERVICES MARKETING CORP., INC.	FR I AM RESPONDING	\$ 660.00
27636	FELDMANNS SALES & SERVICE	STREETS/PARKS KUBOTA REPAIR	\$ 298.65
27637	GANNETT WISCONSIN MEDIA	SHEBOYGAN PRESS - SUBSCRIPTION	\$ 16.00
27638	GPM INVESTMENTS	PW FUEL	\$ 2,238.41
27639	HAWLEY, KAUFMAN & KAUTZER SC	POLICE LEGAL	\$ 4,152.00
27640	KRAUS SNOW PLOWS	STREETS- SNOW PLOW DRUM	\$ 570.00
27641	MIDWEST TAPE, LLC	LIBRARY VIDEOS	\$ 709.57
27642	MIKE BURKART FORD	POLICE-21' OIL CHANGE, BRAKE INSPEC.,	\$ 59.30
27643	MOTOROLA SOLUTIONS	POLICE BODY CAM / WARRANTY	\$ 2,712.64
27644	NEUMANN PLUMBING & HEATING INC	LIBRARY HVAC SERVICE REPAIR FURNACE	\$ 334.09
27645	NORTHERN MORAINES UTILITY	SEWAGE TREATMENT	\$ 24,011.19
27646	PROS 4 TECHNOLOGY, INC	IT FEBRUARY & MARCH	\$ 13,345.94
27647	SHEBOYGAN COUNTY TREASURER	STREETS SALT & BRINE& COURT ASSESSMENT	\$ 2,309.35
27648	STATE OF WISCONSIN	COURT STATE ASSESSMENT - FEBRUARY	\$ 336.00
27649	TOP PACK DEFENSE	PD EQUIP- RED DOT X 3	\$ 419.99
27650	U.S. CELLULAR	POLICE WIFI	\$ 730.11
27651	WEBER WOOD CUTTING LLC	STREETS- TREE REMOVAL 238 OSTHOFF AVE	\$ 3,975.00
27652	WISCONSIN NEWSPRESS INC.	ELECTION EQUIP. TESTING	\$ 192.84
27653	WISCONSIN PUBLIC SERVICE	LIBRARY NATURAL GAS - FEB	\$ 2,566.67
27654	WISCONSIN SUPREME COURT	COURT CONTINUING ED SCHLEISNER	\$ 800.00
27655	WITKOWSKI INSPECTION AGENCY, LLC	BUILDING INSPECTIONS- FEB	\$ 950.00
27656	WM CORPORATE SERVICES, INC.	REFUSE COLLECTION	\$ 11,769.93
27657	QUIT QUI OC GOLF CLUB	ELECTION FOOD & DESSERT	\$ 277.03
27658	VILLAGE OF ELKHART LAKE	Q1 2025 FIRE STATION MAINTENANCE	\$ 1,553.81
		TOTAL GENERAL & LIBRARY	\$ 204,742.51

TOTAL PAYROLL \$103,068.29

TOTAL MARCH EXPENSE \$307,810.80

(Bray/Rudnick) moved and seconded to approve the general and library vouchers and pay as presented.

Motion Carried Unanimously

(Rudnick/Knowles) moved and seconded to adjourn the meeting at 6:21 p.m.

Motion Carried Unanimously

Jessica Reilly, Administrator/Clerk-Treasurer