



VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

MINUTES August 4th, 2025

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on August 4th, 2025 with the agenda having been duly posted on Thursday, July 31st, 2025 at National Exchange Bank and Trust, and the Municipal Office between the hours of 4:00 P.M. and 4:05 P.M. and on the Village website on August 1st, 2025 at 9:09 A.M.

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

Others in attendance include: Tom Schnettler; Jason Bemis; Kenny Salzwedel; Emmitt Feldner; Jessica Reilly, Administrator/Clerk-Treasurer.

Approval of Minutes –

(Knowles/Schott) moved and seconded to approve the July 7th, 11th, and 21st, 2025 minutes.

Motion Carried Unanimously

Treasurer's Report –

(Schott/Wolf) moved and seconded to approve the July Treasurers' Reports.

Motion Carried Unanimously

Public Comment – Jason Bemis discussed the offer to take Board members out on the boat and thanked Shovan for accepting the offer. He hopes that a compromise could be reached that would allow parts of the lake to be used for wake enhancing activities. Tom Schnettler discussed a potential compromise as well as that the boats do not appear to be damaging the lake bottom since he has moved to the Village.

COMMITTEE REPORTS

JULY BUILDING PERMITS – Reilly

This report was included in the Board packet in Dropbox.

7/3/2025	600 Sharpes Dr	Dave Zimmerman	Rebuilding screen room on foun	\$30,000.00
7/11/2025	400 Woodview Ct	Scott Sippel	ReRoof	\$8,000.00
7/15/2025	515 Elkhart Lake Dr	Christina Garton	Overhead to underground service	\$1,500.00
7/15/2025	511 Elkhart Lake Dr	Ann McIntyre	Overhead to underground service	\$1,500.00
7/15/2025	351A Carriage House L	Tom & Lisa Liebl	adding a loft to make a bedroom	\$9,000.00
7/16/2025	900 Grassy Lane	Stephen Gould	replace 8 windows same size/loc	\$24,880.00
7/18/2025	552B Crestwood Dr	Tom Kolberg	Concrete patio pad w/steps	\$3,165.00
7/23/2025	175 Chicago Street	Pat & Mary McCullough	New detached garage	\$42,000.00
7/24/2025	430 Park Place	Don Bermke	Finishing basement	\$20,000.00
7/24/2025	400 Industrial Drive	Kee's Inc	Interior alterations: paint, floors,	\$75,000.00
7/24/2025	41 N Washington St	Tim Hunt	Remodel garage	\$85,000.00
7/24/2025	510 Otto Way	Karl Wuesthoff	Basement bedrooms/install	\$25,000.00
7/24/2025	284 S. Lake Street	Robert Orth	Replace missing flagstone with kafka granite	
7/24/2025	285 Victorian Village Dr	Robert Orth	Extend retaining wall to prevent	\$5,000.00
7/31/2025	644 Birchwood Hts	Sande Garton	Replace meter pedestal	\$3,800.00
7/31/2025	210 Crestwood Dr	Scott & Carrie Jadin	Replace windows and siding fror	\$9,756.72
7/31/2025	151 E Rhine Street	Connie Mertens	Replace rotting wood and knee v	\$500.00

PUBLIC WORKS – Schott

Highlights of the July 31st, 2025 meeting:

- 1) The Committee reviewed the sidewalk program results.
- 2) The Committee reviewed the Sugarbush road, sewer, water, stormwater project for 2026-2027.
- 3) The Committee reviewed getting pricing for the Civic Center entrance issues.
- 4) The Committee discussed the stormwater issues in the back side of Winner's Circle.
- 5) The Committee discussed the potential for LED street lights.

PLANNING COMMISSION – Shovan

Minutes – July 9th, 2025

Highlights – July 23rd, 2025 meeting:

- 1) The Commission reviewed and approved the interior remodeling for Kees.
- 2) The Commission approved the CSM for the Public Works facility.
- 3) The Commission reviewed the plans for the new Public Works facility and Welcome Center.

PRESIDENT'S REPORT – Shovan- None.

OLD BUSINESS: None

NEW BUSINESS:

24 Hours of Lemons – September 5, 2025 – 5 – 9 pm – Car Parade, Street Closures & Liquor Dispensation
(Schott/Knowles) moved and seconded to approve the 24 Hours of Lemons Event on September 5, 2025 which includes the car parade, street closures, and liquor dispensation.

Motion Carried Unanimously

Elktoberfest Banner Request – Memorial Park – August 18th to Event

(Bray/Landgraf) moved and seconded to approve the banner request for Elktoberfest at Memorial Park from August 18th until the date of the event which needs to be coordinated with the Public Works Department due to the irrigation in the Park.

Motion Carried Unanimously

Operator's License – New & Renewal

(Schott/Wolf) moved and seconded that Operator Licenses be granted to the following new & renewal applicants for the licensing year ending June 30, 2026:

Stroessner	Ava	Full Monty
Knaus	Benjamin	Anchor Lanes

Motion Carried Unanimously

TRUSTEE REPORTS: Schott reported that there was a study done by the University of Minnesota about the effects of wake surfacing on lake bottoms. Wolf discussed the Depot property and how it is in great shape compared to the last few years.

COMMUNICATIONS: None

ADMINISTRATOR'S REPORT – There will be a public informational session on the PW Facility & Welcome Center on August 6th from 4- 6 pm. A budget meeting was scheduled for September 9th.

(Wolf/Landgraf) moved and seconded to adjourn the meeting at 6:19 p.m.

Motion Carried Unanimously

Jessica Reilly, Administrator/Clerk-Treasurer

MINUTES August 18th, 2025

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on August 18th, 2025 with the agenda having been duly posted on Thursday, August 15th, 2025 at National Exchange Bank and Trust and the Municipal Office between the hours of 2:30 P.M. and 4:24 P.M. and on the Village website on August 16th, 2025 at 8:39 A.M.

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

Others in attendance include: Mark Buechel; Michael Christian; Rob Schmidt; Bill Easom; Jane Massart; Will McComis; Peter Weber; Emmitt Feldner; Jessica Reilly, Administrator/Clerk-Treasurer.

The Pledge of Allegiance was recited.

Public Comment – Bill Easom discussed the wake boat issue. He stated that there are no documented issues related to wake boats and Elkhart Lake. He stated there would be a simple solution of 4 buoys in the middle of the lake for the zone for these boats. He also stated that current owners who live on the lake could have a sticker system to allow them to be used. He wants the issue sent back to Committee for discussion. McComis stated that wake surfing is just as safe as tubing or wake boarding. The wake boats go over the sand bar at a slow speed and if you look at historical images the sandbar has not changed.

COMMITTEE REPORTS

ADMINISTRATION & FINANCE - Rudnick

Highlights of the August 14th, 2025 meeting:

- 1) The Committee discussed the 2026 budget parameters and staffing.
- 2) The Committee is recommending approval of the water rate study proposal.

- 3) The Committee discussed the costs of the Welcome Center and Public Works Facility and would like to speak with Schmitt about the costs.
- 4) The Committee approved the purchase of the Badger Books for elections in 2026.

PUBLIC WORKS – Schott

Highlights of the August 18th, 2025, meeting:

- 1) The Committee reviewed the sidewalk program again.
- 2) The Committee is proceeding with Kapur doing the engineering for the Sugarbush Road, sewer, storm, water project.
- 3) The Committee approved the letters for NMUC.

LIBRARY – Landgraf

Minutes – July 14th, 2025

Highlights of the August 11th, 2025 meeting:

- 1) The Library is looking at the job descriptions for Assistant 1 & 2.
- 2) The programs throughout the summer were well attended.
- 3) The 2026 budget process will start in September.

TOURISM – Knowles

Minutes – June 19th, 2025

Highlights of the August 14th, 2025 meeting:

- 1) The Commission discussed the new Welcome Center and the costs being allocated to this project.
- 2) The Commission discussed the “Worth the Drive” promotion.
- 3) The Commission discussed the Elktoberfest in September.

AD HOC FUTURE DESIGN COMMITTEE – Shovan

Highlights of the August 5th & 13th, 2025 meetings:

- 1) The Committee is looking at the interior plans for the Welcome Center and Public Works Facility. They also reviewed the budget for both projects.

JT. EMERGENCY RESPONSE COMMITTEE –Shovan

Minutes – October 3rd, 2024

Highlights – August 15th, 2025 meeting:

- 1) The building issues were discussed, which include the leaking roof and flooring issues. The Village will contact Chappa to discuss the needed repairs.
- 2) The County should be seal coating the driveway in the coming weeks.
- 3) The Committee discussed the issues with communication at the Fire Station. They also discussed the potential for a Director of Public Safety position. They will continue this discussion at their meeting in September.
- 4) The Committee voted to approve the sale of Squad 2.
- 5) The Committee has begun discussion on the long-term Fire Department capital expenditures, including the roof, floor, and trucks.

PLANNING COMMISSION –Shovan

Minutes – July 23rd, 2025

Highlights – August 13th, 2025 meeting:

- 1) The Commission approved the building permit for piping replacement in the area at the Shore Club's pool.
- 2) The Commission approved the photometrics for the Welcome Center.

PUBLIC HEARING–Shovan

Highlights of the August 18th, 2025 meeting:

- 1) There were two comments about the rezonings at 412 E. Rhine Street & 171 E. Maple Street and 216 N. East Street. One comment was regarding a potential fence between the Village property and a private house on Maple Street and the other comment was regarding a potential agreement with the Boy Scouts and the Village.

PUBLIC INFORMATION SESSION –Shovan

Highlights of the August 6th, 2025 meeting:

- 1) There were about 10-15 people who attended the public information session on the new Welcome Center and Public Works Facility. There were not many comments on either project. There was some concern about shade on the patio.

PRESIDENT'S REPORT – Shovan – She discussed how Board members need to remember they are individual members and not representative of the full board.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Ordinance 670 – Zoning Amendment – Rezonings at 41 E. Rhine Street & 171 E. Maple Street & 216 N. East Street to PS/I

(I-Rudnick/Knowles/Bray) introduced, moved, and seconded to approve Ordinance 671 – Rezonings at 41 E. Rhine Street & 171 E. Maple Street & 216 N. East Street to PS/I

**ORDINANCE 671
VILLAGE OF ELKHART LAKE
SHEBOYGAN COUNTY, WISCONSIN**

**APPROVAL OF ZONING CHANGES – 41 E. RHINE STREET & 171 E. MAPLE STREET &
216 N. EAST STREET**

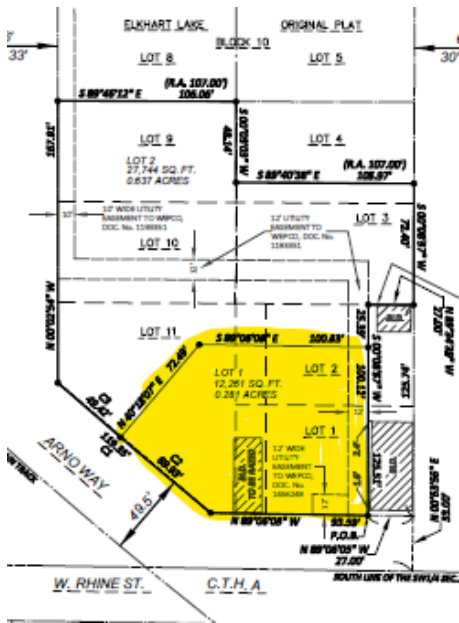
WHEREAS, The Board of Trustees of the Village of Elkhart Lake, Sheboygan County, Wisconsin, does hereby ordain as follows:

That pursuant to the Municipal Code of the Village of Elkhart Lake, Section 16.28, and after considering the recommendation of the Planning Commission, and after hearing the public's comments at a legally noticed public hearing held on August 18, 2025, the zoning map affecting the property described below is hereby amended as follows:

That, subject to the terms and conditions of this Ordinance, the Lot 1 of the certified survey map: Being a part of Lots 1, 2, & 4, and all of Lots 3, 9, 10 & 11, Block 10, of the Elkhart Lake Original Plat, and located within the Southwest 1/4 of the Southwest 1/4 of Section 20, Town 16 North, Range 21 East, situated in the Village of Elkhart Lake, Sheboygan County, Wisconsin. This property is rezoned from a present zoning designation of Park & Recreation and Public Service

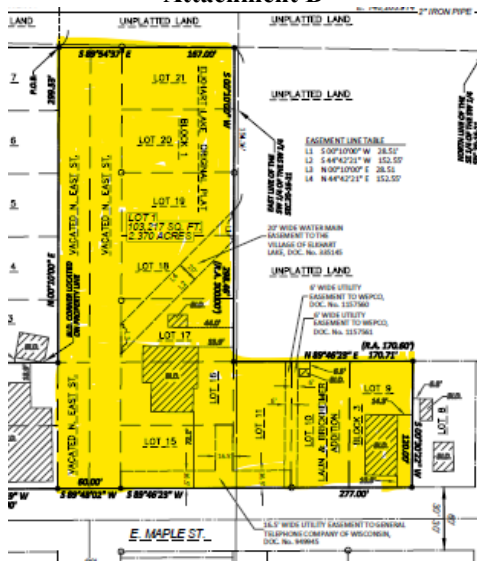
Institutional (PS/I) to Public Service Institutional (PS/I). This lot is 12,261 square feet and is shown in Attachment A. Attachment A provides a map of the area to be rezoned. (Please see map below).

Attachment A



That, subject to the terms and conditions of this Ordinance, the Lot 1 of the certified survey map: Being all of Lots 15-21, Block 1, Lots 1 & 2, Block 2, of the Elkhart Lake Original Plat, all of Lots 9-11, Block3, of Laun & Brickheimer Addition, and all of vacated N. East Street, located north of E. Maple Street, allocated within the Southwest 1/4 and the Southeast 1/4 of the Southwest 1/4 of Section 20, Town 16 North, Range 21 East, situated in the Village of Elkhart Lake, Sheboygan County, Wisconsin. This property is rezoned from a present zoning designation of two-Family Residential (R-2) to Public Service Institutional (PS/I). This lot is 103,217 square feet and is shown in Attachment B. Attachment B provides a map of the area to be rezoned. (Please see map below).

Attachment B



BE IT FURTHER RESOLVED, that this ordinance will become effective upon its publication and posting.

Attest:

Approved and Adopted this
18th day of August, 2025

Lynn Shovan, President

Jessica Reilly, Clerk

Paul Rudnick, Trustee

Approval of Bid to Remove Buildings on Public Works Site (Maple & East Streets)

(Landgraf/Schott) moved and seconded to approve the Balestrieri Environmental quote of \$147,500 for the removal of the buildings on the Public Works site.

Motion Carried Unanimously

Approval of Bid to Remove Buildings on Welcome Center Site (41 E. Rhine Street)

(Rudnick/Knowles) moved and seconded to approve the Spielvogel & Sons quote of \$16,700 for the removal of the buildings on the Welcome Center site.

Motion Carried Unanimously

Elktoberfest Wine Run/Walk 5k – Saturday, September 20th at 9:00 am

(Schott/Rudnick) moved and seconded to approve the Elktoberfest Wine Run/Walk 5k on Saturday, September 20th at 9:00 am.

Motion Carried Unanimously

Elktoberfest -Use of the Village Park – Saturday, September 20th from 11 am-2:00 pm

(Wolf/Knowles) moved and seconded to approve the use of the Village Park on Saturday, September 20th from 11 am-2:00 pm.

Motion Carried Unanimously

VSCDA Requests – Banner – September 11-14th, 2025 & Course Re-enactment – September 13, 2025

(Rudnick/Bray) moved and seconded to approve the banner request for September 11-14th, 2025 & course re-enactment for September 13, 2025 contingent on the anchors on the buildings being viable for the banner.

Motion Carried Unanimously

Water Rate Study Proposal Approval

(Schott/Rudnick) moved and seconded to approve the water rate study proposal with Ehlers.

Motion Carried Unanimously

TRUSTEE REPORTS: Landgraf stated that he did not think that adding a Director of Public Safety was a good idea as it adds another layer and complicates things. Bray stated that the problems with the Fire Station building need to be solved. Rudnick stated that the Village building permits are complicated especially when they are on the lake. Wolf stated that the beach pass system needs to be reviewed. Schott stated that NMUC is looking at a 0.10 increase next year.

COMMUNICATIONS: None

ADMINISTRATOR'S REPORT–None.**VOUCHERS**

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

8210	FRONTIER	WATER PHONE	\$ 250.40
8211	NATIONAL EXCHANGE BANK & TRUST	WATER SUPPLIES & EXP - STANDPIPE BATTERY	\$ 38.95
8212	WE ENERGIES	WATER ELECTRICITY	\$ 2,033.21
8213	CORSON, PETERSON & HAMANN S.C.	WATER ACCTING 1ST QTR	\$ 800.00
8214	DIGGERS HOTLINE, INC.	WATER DIGGERS FEES/ PREPAYMENT	\$ 83.30
8215	FERGUSON WATERWORKS #1476	VLV BX TOP SECTION	\$ 720.00
8216	GOVERNMENT FORMS AND SUPPLIES	WATER UTILITY BILL TEMPLATES	\$ 364.03
8217	MARTELLE WATER TREATMENT	WATER AQUA MAG & SODIUM BULK	\$ 1,431.06
8218	NEW HOLSTEIN TRUE VALUE	WATER STATE SAMPLES-	\$ 16.37
8219	USA BLUEBOOK	HYDRANT PAINT	\$ 157.90
8220	VILLAGE OF ELKHART LAKE	WATER JULY WAGES & EMPLOYEE BENEFITS	\$ 21,432.56
8221	WISCONSIN PUBLIC SERVICE	WATER NATURAL GAS	\$ 24.48
8222	WRWA	WATER TRAINING- 9/22-9/25	\$ 440.00
		TOTAL WATER	\$ 27,792.26

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

Motion Carried Unanimously

The following CDA/TID vouchers were presented to the Board for approval and payment:

27944	CORSON, PETERSON & HAMANN S.C.	ACCOUNTING GENERAL- 1ST QUARTER	\$ 300.00
27945	DEMPSEY LAW FIRM, LLP	LEGAL -FROMM ISSUES	\$ 868.00
		TOTAL CDA/TID	\$ 1,168.00

(Wolf/Landgraf) moved that the TID/CDA vouchers be approved and paid as presented.

Motion Carried Unanimously

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

27853	AURORA MEDICAL CENTER GRAFTON LLC	HOWARDS GROVE FD - ELFR - EPI VIALS	\$ 152.40
27924	CHARTER COMMUNICATIONS	FD INTERNET	\$ 321.91
27925	FRONTIER	CLERK PHONE	\$ 246.65
27926	LAKE SIDE INTERNATIONAL, LLC	ELFD-F550-WATER TANK PUMP REPAIRS	\$ 2,480.43
27927	MONTES, RACHEL	LIBRARY PROGRAMS - REIMBURSE RACHEL	\$ 49.98
27928	MTAW	MTAW MEMBERSHIP- REILLY	\$ 60.00
27929	NATIONAL EXCHANGE BANK & TRUST	BOARD EXP- IPADS (6)	\$ 3,814.61
27930	SUPERIOR VISION INSURANCE	VISION INSURANCE AUGUST	\$ 166.46
27931	TASC	FSA ADMINISTRATION FEES	\$ 40.83
27932	TRANSAMERICA LIFE INSURANCE CO	CRITICAL ILLNESS	\$ 25.70
27933	U.S. CELLULAR	POLICE WIFI- 2021 SQUAD	\$ 122.43
27934	WE ENERGIES	STREETS ELECTRICITY	\$ 11,273.24
27935	WEDC	CDA CONNECT COMMUNITY FEE 2026	\$ 200.00
27936	WISCONSIN DEPARTMENT OF JUSTICE-TIME	POLICE TIME ACCESS	\$ 320.25

27937	WISCONSIN SUPREME COURT	COURT CONTINUING ED (D.WIGEN)	\$ 40.00
27938	AIRGAS USA LLC	FR- OXYGEN/CYLINDER RENTAL	\$ 93.66
27939	AURORA HEALTH CARE	PRE-EMPLOYMENT PHYSICAL - D. SCHMITT	\$ 145.00
27940	BAKER & TAYLOR	BOOKS	\$ 1,265.12
27941	BOND TRUST SERVICES CORP	NM BOND & STREET LOAN	\$ 5,710.00
27942	CHARTER COMMUNICATIONS	TOURISM INTERNET	\$ 119.99
27943	CLEVELAND STATE BANK	CSB LOAN 22	\$ 100,000.00
27944	CORSON, PETERSON & HAMANN S.C.	ACCOUNTING GENERAL- 1ST QUARTER	\$ 2,700.00
27945	DEMPSEY LAW FIRM, LLP	LEGAL -FROMM ISSUES	\$ 1,767.00
27946	DREXEL BUILDING SUPPLY INC KIEL	STREETS - NO PARKING SIGNS	\$ 128.87
27947	ELKHART LAKE WATER DEPARTMENT	Q3 2025 HYDRANT RENTAL	\$ 36,435.00
27948	ENDURACLEAN	PARKS- WEED KILLER	\$ 674.75
27949	FELDMANNS SALES & SERVICE	STREETS/PARKS - OIL & SEAL	\$ 10.56
27950	GOVERNMENT FORMS AND SUPPLIES	SANITATION - 1/2 BILLS	\$ 364.03
27951	GPM INVESTMENTS	PW FUEL	\$ 463.97
27952	HOPP NEUMANN HUMKE LLP	LEGAL POLICE	\$ 938.00
27953	JAMES IMAGING SYSTEMS	CONTRACT RATE - 8/18/25-9/17/25	\$ 136.32
27954	KEVCO CLEANERS, INC	CLERK/TREAS - OFFICE CLEANING - JULY	\$ 915.00
27955	KIEL ACE HARDWARE	GARAGE - SUPPLIES	\$ 147.23
27956	LANGE ENTERPRISES, INC	STREETS- RESIDENT PARKING SIGNS 111 E RH	\$ 92.85
27957	MARTIN SYSTEMS LLC	LIBRARY ELEVATOR- MAINTENANCE	\$ 464.95
27958	MIDWEST TAPE, LLC	LIBRARY VIDEOS	\$ 75.72
27959	MILLER IMPLEMENT CO	STREETS- BRUSHCAT	\$ 6,343.59
27960	MONARCH LIBRARY SYSTEM	LIBRARY COMP. SUPPORT CISCO MERAKI LIC,	\$ 263.24
27961	NATIONAL EXCHANGE BANK & TRUST	CLERK/TREAS- COMPUTER MOUSE	\$ 4,030.53
27962	NORTH STAR EMERGENCY VEHICLE SERVICE INC	FD- PUMP INSPEC. MAINT. TEST / MILEAGE	\$ 1,389.95
27963	NORTHERN MORAINES UTILITY	SEWAGE TREATMENT	\$ 48,168.95
27964	ORANGE CROSS AMBULANCE	AMBULANCE CONTRACT VINTAGE NIGHT	\$ 1,200.00
27965	PLUNKETT RAYSICH ARCHITECTS LLP	GARAGE PW ARCHITECT FEES	\$ 44,790.38
27966	PREVEA HEALTH SHEBOYGAN/PLYMOUTH	POLICE- INJURY T.KULTGEN 7/31/2025	\$ 380.00
27967	PROS 4 TECHNOLOGY, INC	BOARD IT	\$ 5,485.19
27968	R BRAUN INC	STREETS EXP- FILTER FOR MOWER	\$ 47.25
27969	SHEBOYGAN COUNTY TREASURER	CLERK OFFICE SUP- ENVELOPES & BIZ CARDS	\$ 1,498.19
27970	STATE OF WISCONSIN	COURT STATE ASSESSMENT - JULY	\$ 1,594.62
27971	TERMINIX	CLERK PEST CONTROL	\$ 119.78
27972	THE UNIFORM SHOPPE	PD UNIFORMS- NAME PLATE - J. RANDALL	\$ 13.00
27973	WISCONSIN PUBLIC SERVICE	LIBRARY NATURAL GAS	\$ 154.49
27974	WITKOWSKI INSPECTION AGENCY, LLC	BUILDING INSPECTIONS-JULY	\$ 600.00
27975	WM CORPORATE SERVICES, INC.	REFUSE COLLECTION	\$ 13,005.22
27976	WISCONSIN ELECTIONS COMMISSION	WI ELECTION COMMISSION CLERK CONFERENCE	\$ 105.00
		TOTAL GENERAL & LIBRARY	\$ 300,999.89

TOTAL PAYROLL	\$167,732.31
TOTAL AUGUST EXPENSES	\$468,732.20

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

Motion Carried Unanimously

(Landgraf/Schott) moved and seconded to adjourn the meeting at 6:41 p.m.

Motion Carried Unanimously

Jessica Reilly, Administrator/Clerk-Treasurer