



VILLAGE OF ELKHART LAKE

Elkhart Lake, Wisconsin 53020

MINUTES January 19th, 2025

Minutes of the regular meeting of the Board of Trustees of the Village of Elkhart Lake held on January 19th, 2025 with the agenda having been duly posted on Thursday, January 15th, 2026 at National Exchange Bank and Trust and the Municipal Office between the hours of 3:50 P.M. and 4:30 P.M. and on the Village website on January 16th, 2026 at 9:30 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, Mike Wolf, Paul Rudnick, John Schott, Mark Landgraf, and Terri Knowles.

Others in attendance include: Kenny & Judi Salzwedel; Wendy Norvell; Lisa Liebl; Jessica Reilly, Administrator/Clerk-Treasurer.

Approval of Minutes –

(Schott/Knowles) moved and seconded to approve the December 1st, 15th, and 22nd, 2025 minutes.
Motion Carried Unanimously

Treasurer’s Report –

(Wolf/Schott) moved and seconded to approve the December Treasurers’ Reports.
Motion Carried Unanimously

Public Comment – None

COMMITTEE REPORTS

DECEMBER BUILDING PERMITS – Reilly

This report was included in the Board packet in Dropbox.

| | | | | |
|------------|---------------|----------------|--------------------------|----------------|
| 12/1/2025 | 524 Otto Way | David Schmitz | Basment finishing | \$60,000.00 |
| 12/12/2025 | 10 Pt Elkhart | Kim Elias | Basement bathroom re | \$18,000.00 |
| 12/12/2025 | 57 Pt Elkhart | Mary Thurman | Interior staircase, repl | \$4,000.00 |
| 12/12/2025 | 510 Otto Way | Karl Wuesthoff | Ductless HVAC installa | \$8,283.00 |
| 12/12/2025 | 805 Grassy La | Bill Prange | cedar shingle repairs | \$18,000.00 |
| 12/19/2025 | 101 Osthoff A | Ruehlow Trust | Interior Condo Remode | \$396,184.00 |
| 12/30/2025 | 406 Woodvie | Susan Giles | Interior Drain Tile | \$6,000.00 |
| 12/31/2025 | 271 N Lincoln | Anthony Reiter | Concrete | \$4,500.00 |
| 12/31/2025 | 41 E Rhine St | Village | Demo/New Constructi | \$1,893,604.00 |

ADMINSTRATION & FINANCE - Rudnick

Highlights of the December 26th, 2025 & January 19th, 2026 meetings:

- 1) The Committee approved the year end bills.

- 2) The Committee began discussion on some potential beach pass changes.

AD HOC FUTURE DESIGN COMMITTEE – Schott

Highlights of the January 19th, 2026 meeting:

- 1) The Committee recommended the landscape bid, as well as discussed the awning finishes.

NORTHERN MORAINES UTILITY – Schott

Minutes – December 8th, 2025

Highlights of the January 12th, 2026 meeting:

- 1) The Commission discussed the issues with the sewer ordinance compliance.
- 2) The Commission will need a new bookkeeper.
- 3) The 2025 Chloride Study looked good.
- 4) The sludge report and plant and community flows also looked good and are within capacity.

LIBRARY – Landgraf

Minutes – November 10th, 2025

Highlights of the January 8th, 2026 meeting:

- 1) The Board reviewed the 2025 expenses and the circulation reports.
- 2) The Board also finalized the 2026 goals.

TOURISM COMMISSION – Knowles

Minutes – November 13th, 2025

Highlights of the January 8th, 2026 meeting:

- 1) The Commission discussed the Welcome Center.
- 2) The Commission discussed their request for a review of the noise ordinance.
- 3) The Commission discussed the summer media tour for early June.
- 4) The Commission discussed the sale of the Shore Club and potential future plans.
- 5) Schnee Days is this weekend.

JT. EMERGENCY RESPONSE COMMISSION – Shovan

Minutes – October 20th, 2025

Highlights of the January 19th, 2026 meeting:

- 1) The Commission discussed vehicles.
- 2) The Commission discussed the building use including the use of a pickleball court.
- 3) The Commission approved the lighting work to be done on the outside of the Fire Station.
- 4) The Commission reviewed the sale of the bread truck.

PRESIDENT'S REPORT – Shovan- None.

UNFINISHED BUSINESS:

Ratify 2025 – Year-End Bills

(Schott/Landgraf) moved and seconded to ratify the 2025-year end bills.

Motion Carried Unanimously

NEW BUSINESS:

Resolution One – Reducing Election Workers

(Knowles/Schott/Wolf) introduced, moved and seconded to approve Resolution One – Reducing Election Workers.

Motion Carried Unanimously

Resolution Two – Budget Amendment #2 – 2025

This item was tabled.

Operator’s License – New & Renewal

(Landgraf/Knowles) moved and seconded to approve operators’ licenses for:

James Kupfer & Bailey Kupfer – Former Shore Club

Katie Spies & Bryan Servais – R-Store

Xander Sator – Anchor Lanes

for the year ending June 30, 2027.

Motion Carried Unanimously

Welcome Center Landscaping Bid

(Wolf/Knowles) moved and seconded to approve Schmitt Landscaping bid for the Welcome Center.

Motion Carried Unanimously

Noise Ordinance Potential Review

(Bray/Wolf) moved and seconded to send the noise ordinance to committee to look at it.

Motion Carried 6-1 By Roll Call

6 ayes – Schott, Landgraf, Bray, Wolf,
Shovan, Knowles

1 nay – Rudnick

TRUSTEE REPORTS: Wolf reported that the lights were installed on Highway 67.

COMMUNICATIONS: None.

ADMINISTRATOR’S REPORT – The Board meetings are scheduled for February 16th and March 16th.

VOUCHERS

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

| | | | |
|------|-------------------------------|------------------------------------------|-------------|
| 8279 | DIGGERS HOTLINE, INC. | WATER DIGGERS FEES | \$ 27.20 |
| 8280 | FRONTIER | WATER PHONE | \$ 175.81 |
| 8281 | NORTHERN LAKE SERVICE, INC. | WATER TESTING - WDNR DRINKING WTR TEST | \$ 276.05 |
| 8282 | WE ENERGIES | WATER ELECTRICITY | \$ 1,510.30 |
| 8283 | WORKHORSE SOFTWARE SERVICES | WATER UTILITY ACCOUNTING PAYROLL SUPPORT | \$ 1,675.00 |
| 8284 | DIGGERS HOTLINE, INC. | WATER DIGGERS FEES PREPAY 2026 | \$ 943.20 |
| 8285 | ELKHART LAKE WATER DEPARTMENT | WATER ARBOR DRIVE | \$ 25.65 |
| 8286 | US POSTAL SERVICE | WATER POSTAGE 1000/ .61 EACH | \$ 610.00 |
| 8287 | WISCONSIN PUBLIC SERVICE | WATER NATURAL GAS | \$ 331.33 |
| | | TOTAL WATER | \$ 5,574.54 |

(Wolf/Schott) 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:

| | | | |
|-------|--------------------------|----------------------------------------|---------------|
| 28240 | BOND TRUST SERVICES CORP | TID #2 WERNER VICTORY DEVELOPMENT INT | 283,317.50 |
| 28255 | BOND TRUST SERVICES CORP | TID2 INT VICTORY, SARGENTO, VET, TSTOP | 207,325.00 |
| | | TOTAL CDA/TID | \$ 490,642.50 |

(Knowles/Schott) 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:

| | | | |
|-------|----------------------------------------------|---------------------------------------------|---------------|
| 28239 | ADVOCATE AURORA HEALTH, INC | EAP Q1 2026 | \$ 70.20 |
| 28241 | CHARTER COMMUNICATIONS | TOURISM INTERNET | \$ 119.99 |
| 28242 | CHARTER COMMUNICATIONS | FD INTERNET | \$ 357.30 |
| 28243 | FRONTIER | CLERK PHONE | \$ 172.06 |
| 28244 | LEAGUE OF WISCONSIN MUNICIPALITIES | BOARD EXP- LEAGUE MEMBERSHIP 2026 | \$ 1,976.11 |
| 28245 | NATIONAL EXCHANGE BANK & TRUST | BOARD EXPENSE- SAFE DEPOSIT BOX RENTAL | \$ 80.00 |
| 28246 | PLUNKETT RAYSICH ARCHITECTS LLP | GARAGE PW ARCHITECT FEES | \$ 859.96 |
| 28247 | SUPERIOR VISION INSURANCE | VISION INSURANCE JANUARY | \$ 122.88 |
| 28248 | TASC | FSA ADMINISTRATION FEES | \$ 40.83 |
| 28249 | WE ENERGIES | STREETS ELECTRICITY | \$ 10,224.07 |
| 28250 | WISCONSIN DEPARTMENT OF REVENUE | BOARD- BUSINESS TAX REGISTRATION/RENEWAL | \$ 10.00 |
| 28251 | WISCONSIN PROFESSIONAL POLICE ASSOCIATION | PD EXP- WPPA MEMBERSHIP | \$ 2,259.36 |
| 28252 | WORKHORSE SOFTWARE SERVICES | ACCOUNTING & PAYROLL SUPPORT | \$ 2,675.00 |
| 28253 | AIRGAS USA LLC | FR- OXYGEN/CYLINDER RENTAL | \$ 149.51 |
| 28254 | AURORA HEALTH CARE | DOT DRUG SCREEN-FELDMANN | \$ 50.00 |
| 28256 | CAL & GUS MOTORS | GARAGE - OIL CHANGE MATERIALS | \$ 114.84 |
| 28257 | CATTAIL CRITTERS | FOL- EVENT | \$ 135.00 |
| 28258 | CLEAR BALLOT GROUP, INC. | ELECTION MACHINE SUPPORT FEE 2026 | \$ 530.00 |
| 28259 | COMPLETE OFFICE OF WISCONSIN | CLEARK/TREAS - 2 CASES OF COPY PAPER | \$ 97.98 |
| 28260 | CUSTOM SERVICE INFORMATION LLC | POLICE POLICY UPDATE SERVICES 2026 | \$ 550.00 |
| 28261 | DEMPSEY LAW FIRM, LLP | LEGAL- TID #4 CEDAR | \$ 6,253.99 |
| 28262 | ELKHART LAKE WATER DEPARTMENT | POLICE WATER | \$ 456.15 |
| 28263 | ENDURACLEAN | LIBRARY -TP, FOAMING SOAP | \$ 290.74 |
| 28264 | GPM INVESTMENTS | PW FUEL | \$ 1,863.16 |
| 28265 | HOPEFULLY HOMESTEADING | LIBRARY PROGRAMS - BEEKEEPING | \$ 100.00 |
| 28266 | HOPP NEUMANN HUMKE LLP | LEGAL POLICE | \$ 504.00 |
| 28267 | JAMES IMAGING SYSTEMS | CONTRACT RATE - 1/18/2026-2/17/2026 | \$ 177.34 |
| 28268 | JOS. SCHMITT & SONS CONSTRUCTION | WELCOME CENTER CONTRACTOR PMT | \$ 112,028.00 |
| 28269 | KEVCO CLEANERS, INC | CLERK/TREAS - OFFICE CLEANING - DEC | \$ 915.00 |
| 28270 | KIEL ACE HARDWARE | FD- EXP -FUEL ANTI GEL | \$ 73.96 |
| 28271 | MIDWEST TAPE, LLC | LIBRARY VIDEOS | \$ 84.98 |
| 28272 | NORTHERN MORAINNE UTILITY | SEWAGE TREATMENT | \$ 28,699.48 |
| 28273 | OVERDRIVE, INC. | LIBRARY E COLLECTION | \$ 290.85 |

| | | | |
|-------|----------------------------------|------------------------------------------|---------------|
| 28274 | PRAXIS CONSULTING | POLICE QUICK CLERK | \$ 1,100.00 |
| 28275 | PROS 4 TECHNOLOGY, INC | CHAMBER- THINKCENTRE TINY DESKTOP | \$ 4,057.93 |
| 28276 | RCN TECHNOLOGIES | PD SQUAD INTERNET - NETCLOUD 3YR RENEWAL | \$ 361.13 |
| 28277 | SCHMITT, DANIEL | GARAGE EXP - REIMBURSE FOR WATER PURCHAS | \$ 27.69 |
| 28278 | STRUTZ, CALEB | PERFORMER - DRAGON TRAINING ACADEMY | \$ 425.00 |
| 28279 | US POSTAL SERVICE | USPS- FOREVER STAMPS 100/RL/6 ROLLS | \$ 780.00 |
| 28280 | WISCONSIN PUBLIC SERVICE | LIBRARY NATURAL GAS | \$ 3,816.18 |
| 28281 | WITKOWSKI INSPECTION AGENCY, LLC | BUILDING INSPECTIONS-DEC | \$ 700.00 |
| 28282 | WM CORPORATE SERVICES, INC. | REFUSE COLLECTION | \$ 12,511.32 |
| | | TOTAL GENERAL & LIBRARY | \$ 196,111.99 |

TOTAL PAYROLL \$168,596.78

TOTAL JANUARY EXPENSES \$364,708.77

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

Motion Carried Unanimously

(Knowles/Schott) moved and seconded to adjourn the meeting at 6:20 p.m.

Motion Carried Unanimously

Jessica Reilly, Administrator/Clerk-Treasurer