

Mayor Berman called the meeting to order at 6:00 p.m. with the following present: Alderpersons Debbie Sievert, Brigitte Schmidt, Keith Klimek, Robert Warren, Joel Ahrens, and Tony O'Neill; Attorney David Spangenberg and Clerk-Treasurer Tammy Kasal.

Attending: Public Works Director Matt Decur, Parks & Recreation Director Lori Tonn, Interim Police Chief, Derek Koronkiewicz, Kevin Wagner-Ruekert & Mielke, Inc., Eric Fowle-Cedar Corporation, Craig Lock, Mary Lock, Dennis Lepinski, Michael Ryder, Matt Siegwart, Troy Cording-Quality Truck Care Center, Troy Redfearn-Monroe Truck Equipment, and Gracelyn Giese-Peshtigo Times.

Pledge of Allegiance.

Motion by Warren and seconded by Sievert to approve the agenda as presented. Motion carried 6/0.

Minutes:

Motion by O'Neill and seconded by Warren to approve the minutes of the February 3, 2026 Regular Meeting. Motion carried 5/1. O'Neill opposed.

Persons desiring to be heard from the floor: None

Business and Communications:

- Crossing Point Workforce Housing Concepts.

Eric Fowle from Cedar Corporation gave a presentation on the Crossing Point Workforce Housing Concept plans.

Motion by O'Neill and seconded by Schmidt to approve the Crossing Point Workforce Housing Concepts presented by Eric Fowle from Cedar Corporation. Motion carried 6/0.

Motion by Warren and seconded by Schmidt to approve a Congressionally Directed Spending Request for infrastructure funding for the proposed Crossing Point Workforce Housing project. Motion carried 6/0.

- Set date and time of April 2026 Council Meeting.

Motion by Sievert and seconded by Warren to set the April Council meeting for Wednesday, April 8, 2026 at 6:00 p.m. due to the election on the first Tuesday. Motion carried 6/0.

Reports from Departments, Citizen Boards and Commissions:

- Monthly Building Inspection Report
- Monthly Police Report
- Monthly Fire/EMR Report

Committee Reports:

Personnel – February 9, 13 & 17, 2026

- Recommended Council approve the proposed 2026 – 2027 Peshtigo Professional Police Association WPPA/LEER Local 52 Agreement as discussed in closed session.

Motion by Schmidt and seconded by Warren to approve the 2026 – 2027 Peshtigo Professional Police Association WPPA/LEER Local 52 Agreement. Motion carried 6/0.

- Recommended Council approve hiring the candidate selected in closed session for the Firefighter/EMS position.

Motion by Schmidt and seconded by Sievert to approve hiring Christopher Hanus for a Firefighter/EMS position. Motion carried 6/0.

- Recommended Council approve the updated Police Chief job description.

Motion by Schmidt and seconded by Warren to approve the updated Police Chief job description. Motion carried 6/0.

Water & Sewer – February 12, 2026

- Recommended Council approve an increase of 13% to the sewer rates instituted in the 2nd Quarter of 2026, effective 4/1/26 to cover operational cost deficits and projects.

Motion by Warren and seconded by Schmidt to approve an increase of 13% to the sewer rates instituted in the 2nd Quarter of 2026, effective 4/1/26 to cover operational cost deficits and projects.

Public Works Director Decur and Kevin Wagner of Ruekert & Mielke presented information on sewer projects. The Sewer Utility Cash Flow Analysis was available with Ehlers financial forecast of a 12% increase for 2026. Capital project for the clarifier replacement is estimated at \$2,200,000. Additional projects are also set for the future. Sewer lining and reconstruction projects throughout the City to reduce inflow and infiltration into the system is planned for 2028 at a cost of \$1,800,000. Headworks improvements at the Wastewater Treatment Plant is planned for 2030 at a cost of \$1,500,000. Other smaller projects are planned in the 10-year timeframe for street utility projects and sewer reconstruction around the City.

Motion carried 6/0.

- Recommended Council approve the application of a \$2,500,000.00 Clean Water Fund low interest loan in preparation for the Clarifier Replacement Project.

Motion by Warren and seconded by Schmidt to approve the application of a \$2,500,000.00 Clean Water Fund low interest loan in preparation for the Clarifier Replacement Project. Motion carried 6/0.

Parks & Recreation – February 16, 2026

- Recommended Council approve the purchase of a John Deere Gator from Riesterer & Schnell pending information on shipping costs and warranty coverage.

Motion by Ahrens and seconded by Sievert to approve the purchase of a John Deere Gator from Riesterer & Schnell for \$15,979.99 with a one-year warranty to be funded from the CIP Loan proceeds. Motion carried 6/0.

Finance & Claims – February 25, 2026

- Recommended Council approve the Letter of Engagement to retain Ehlers to provide assistance with Annual Tax Incremental District Reporting to be funded from the TID.

Motion by Sievert and seconded by Warren to approve the Letter of Engagement to retain Ehlers to provide assistance with Annual Tax Incremental District Reporting to be funded from the TID.

Motion carried 6/0.

- Recommended Council approve the quote from Camera Corner Connecting Point for \$116.00 for two IT YubiKeys for a Break Glass and a quote of \$985.00 from Drees Electric for installation of receptacles in the Council Chambers to be funded by the CIP Loan proceeds.

Motion by Sievert and seconded by Schmidt to approve the quote from Camera Corner Connecting Point for \$116.00 for two IT YubiKeys for a Break Glass and a quote of \$985.00 from Drees Electric for installation of receptacles in the Council Chambers to be funded by the CIP Loan proceeds.

Motion carried 6/0.

- Recommended Council approve expenditures of up to an additional \$1,500 for any additional incidental charges during the IT upgrade project to be funded by the CIP Loan proceeds.

Motion by Sievert and seconded by Warren to approve expenditures of up to an additional \$1,500 for any additional incidental charges during the IT upgrade project to be funded by the CIP Loan proceeds. Motion carried 6/0.

- Discuss/consider Non-lapsing Funds.

Motion by Sievert and seconded by Warren to approve the 2025 non-lapsing funds of \$1,795,379.50. Motion carried 6/0.

Fire, Lighting & Building – February 26, 2026

- Recommended Council approve advertising for bids for demolition and soil remediation for the Landmark building at 310 Oconto Ave.

Motion by Klimek and seconded by Sievert to approve advertising for bids for demolition and soil remediation for the Landmark building at 310 Oconto Ave.

The asbestos removal is complete on the Landmark building, and the roof needs to be retarped. The City has received an estimate proposal of \$117,640 for removal of the building and basement. Soil contamination would be an additional cost at tonnage based on how many tons needs to be removed. Grants are being explored to cover the expenses.

Motion carried 6/0.

- Discuss/consider contracting for project management of the Landmark building demolition project.

Motion by Schmidt and seconded by Warren to approve contracting with Ayres Associates to complete the Landmark building bid-package and contract administration hourly up to a maximum of

\$19,000 and \$5,000 for brownfield consulting services to be funded by 10-5680-0820 Urban Development and any remainder from 10-5990-0920 Capital Improvement. Motion carried 6/0.

Streets & Drainage – February 26, 2026

- Recommended Council approve the low bid of \$803,132.50 from Peters Concrete for the West Park Drive Reconstruction (LRIP) Project.

Motion by Warren and seconded by Klimek to approve the low bid of \$803,132.50 from Peters Concrete for the West Park Drive Reconstruction (LRIP) Project. Motion carried 6/0.

- Recommended Council approve the purchase of one snow plow truck chassis from Quality Truck Care Center for \$143,623 and the dump box, plow and spreader from Monroe Truck Equipment for \$174,339 for a total of \$317,962.

Motion by Warren and seconded by Schmidt to approve the purchase of one snow plow truck chassis from Quality Truck Care Center for \$143,623 and the dump box, plow and spreader from Monroe Truck Equipment for \$174,339 for a total of \$317,962. Motion carried 6/0.

- Recommended Council approve the Street Use and Special Event Permit for the 911 ERS Run Fundraiser event on June 6, 2026 with any additional fees to be waived.

Motion by Warren and seconded by Seivert to approve the Street Use and Special Event Permit for the 911 ERS Run Fundraiser event on June 6, 2026 with any additional fees to be waived. Motion carried 6/0.

- Discuss/consider Brightspeed escrow agreement.

Public Works Director Decur reported Brightspeed will be installing fiber optic in the City and will need a Street excavation permit. Due to the size of the project Decur proposed to contract with Ruekert & Mielke to monitor the project and escrow agreement with Brightspeed to fund the monitoring fees.

Motion by Warren and seconded by Ahrens authorizing the city attorney and Public Works Director to approve and execute the Brightspeed escrow agreement for the fiber optic installation project. Motion carried 6/0.

Break

Closed Session:

Motion by Schmidt and seconded by Warren to move into Closed Session per:

- WI S.S. 19.85(1)(f) - Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations and WI S.S. 19.85(1)(g) - Conferring with legal counsel for the governmental body who is rendering oral or

written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Motion carried 6/0.

CLOSED SESSION – 7:44 p.m. – 8:36 p.m.

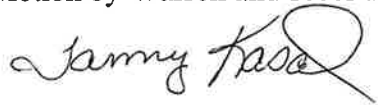
Motion by Warren and seconded by Schmidt to move into Open Session. Motion carried 6/0.

No action taken as a result of Closed Session.

Other Matters:

Mayor Berman – letter from building inspector.

Motion by Warren and seconded by Schmidt to adjourn at 8:37 p.m. Motion carried 6/0.

A handwritten signature in black ink, appearing to read "Tammy Kasal". The signature is fluid and cursive, with a large loop at the end.

Tammy Kasal
Clerk-Treasurer

CITY OF PESHTIGO BUILDING INSPECTION DEPARTMENT

[illegible]



331 French St.
Peshtigo, WI 54157
Phone 715-582-3041

City of Peshtigo Fire Dept

City of Peshtigo Fire Department Report to the City Council
April 8, 2026

We responded to 40 Calls for service from March 1 to March 31, 2026

There were 7 fire calls and 33 EMS calls.

Apparatus and Equipment Report: New batteries were installed in truck 303. New battery switch was installed on engine 302.

Fire Training: Fire training consisted of tour of Great Lakes Custom Tool to review pre-plan. Two personnel from Department of Natural Resources gave an update on their new equipment and review fire attack.

EMS Training:

Training with Emergency Rescue Squad was on glucose issues.

Fire Prevention and Community Involvement: Continuing Fire inspections for 2026

Fund Raising: None during March

Personnel: New firefighter/ems person was approved at the March meeting. Classes not available until fall. Possible EMR class in May

Charles Gardon
Fire Chief



Peshtigo Police Department

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
911 Hangup	18
Agency Assist	12
Alarm, Law Only	2
Carbon Monoxide	1
Animal Problem	3
Animal Attacks or Bites	3
Burglary, Break and Enter	1
Business Check/Tavern	17
Citizen Assist	1
Civil Complaint	1
Code Violation	7
Child Custody Complaints	3
Disorderly Conduct/Disturbance	5
Vehicle in Ditch no Damage	16
Drugs	3
Dui, Alcohol or Drugs	2
Domestic Disturbance	3
Emotion Dist Person	6
Escort	1
Fire Alarm	1
Fire	1
Fraud/Forgery/Bad Checks	3
Harassment	1
Intoxicated Person	2
Juvenile Problem	6
Medical Emergency	1
Miscellaneous Cad Call	8
Hit and Run Accident	1
Traffic Accident w/out Injury	5
Neighbor Problems	1
Loud Music/Noise Complaint	2
Park Check	11
Parking Problem	12
Patrol Request	22
Suspicious Person	6
Unconscious Person/Mandown	2
Property Damage, Not Vandalism	1
Found Property	2
Theft	1
Public Relations	1
Chase/Pursuit	1
Ridealong	3
Runaway	2
Search Warrant	1

<u>Nature of Incident</u>	<u>Total Incidents</u>
Sexual Offenses, Rape, Abuse	3
Illness/cop/dispatcher	1
Suspicious Circumstance	2
Traffic Hazard/Debris/tree	1
Threats	2
Traffic Complaints	9
Traffic Stop	72
Abandoned Vehicle	16
Stolen Vehicle	1
Suspicious Vehicle	1
Warrant Arrest	1
Welfare Check	12
Animal/Fish/Game	3

Total reported: 326

Report Includes:

All dates between `00:00:00 03/01/26` and `11:59:00 03/31/26`, All agencies matching `PPD`, All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes

MINUTES

PERSONNEL

TUESDAY – MARCH 17, 2026 – 1:30 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Brigitte Schmidt, Deborah Sievert, and Robert Warren.

Others Attending: Mayor Katie Berman, Attorney David Spangenberg, Public Works Director Matt Decur.

Chair Schmidt called the meeting to order at 1:38 p.m.

Motion by Schmidt and seconded by Sievert to approve the agenda. Motion carried 3/0.

Meeting Minutes:

Motion by Warren and seconded by Sievert to approve the February 9, 13 & 17, 2026 meeting minutes. Motion carried 3/0.

Employee Handbook:

The Committee continued reviewing and updating the current Employee Handbook. Work on the handbook will continue at a future meeting.

Other matters: None

Set date & time of next meeting:

The next meeting was scheduled for Monday, March 30, 2026 at 8:00 a.m.

Motion by Schmidt and seconded by Sievert to adjourn at 3:27 p.m. Motion carried 3/0.

Katie Berman, Mayor

MINUTES

PERSONNEL

MONDAY – MARCH 30, 2026 – 8:00 A.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Brigitte Schmidt and Robert Warren.

Members excused: Deborah Sievert.

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, Attorney David Spangenberg, Public Works Director Matt Decur, Interim Police Chief Derek Koronkiewicz, Alderperson Tony O'Neill, and Parks & Recreation Director Lori Tonn.

Chair Schmidt called the meeting to order at 8:12 a.m.

Motion by Schmidt and seconded by Warren to approve the agenda. Motion carried 2/0.

Meeting Minutes:

Motion by Warren and seconded by Schmidt to approve the March 17, 2026 meeting minutes. Motion carried 2/0.

Employee Handbook:

The Committee continued reviewing and updating the current Employee Handbook. Work on the employee job descriptions will continue at a future meeting.

Motion by Schmidt and seconded by Warren recommending Council approve the proposed Employee Handbook with edits as discussed. Motion carried 2/0.

Other matters: None

Set date & time of next meeting:

The next meeting will be scheduled at a later time.

Motion by Schmidt and seconded by Warren to adjourn at 10:11 a.m. Motion carried 2/0.



Tammy Kasal
Clerk-Treasurer

MINUTES

RLF/UDAG REVOLVING LOAN FUND
TUESDAY – MARCH 17, 2026 – 3:30 P.M.
COUNCIL CHAMBER ROOM, MUNICIPAL BUILDING

Members present: Chair Deborah Sievert, Thomas Gryzwa, Tim Finger, Daniel Seymour and Thomas Maxwell.

Others Attending: Mayor Katie Berman, Attorney David Spangenberg, Public Works Director Matt Decur, Rick Baacke and Eugene Turchyn (Bank of Luxembourg).

Chair Sievert called the meeting to order at 3:38 p.m.

Motion by Sievert and seconded by Finger to approve the agenda as presented. Motion carried 5/0.

Motion by Sievert and seconded by Finger to approve the minutes of the November 21, 2024 meeting as amended. Motion carried 4/0/1 Gryzwa Abstained.

RLF & UDAG loans and payments:

RLF & UDAG loans and payments were reviewed.

UDAG Manual:

Discussion was held on the revisions to the UDAG Manual. Maxwell has a note for Attorney Spangenberg for edits and revisions.

Motion by Sievert and seconded by Gryzwa to recommend Council approve the updated UDAG Manual subject to edits and approvals made by Attorney Spangenberg. Motion carried 5/0.

Closed Session:

Motion by Maxwell and seconded by Seymour to move into Closed Session per WI S.S. 19.85 (1)(e) and (f) to discuss and act on the following:

A. Discuss/consider potential loan.

Motion carried 5/0.

CLOSED SESSION 4:16 p.m. to 5:20 p.m.

Motion by Maxwell and seconded by Gryzwa to reconvene into Open Session. Motion carried 5/0.

Motion made by Maxwell and seconded by Sievert to recommend Council approve a UDAG loan to Rick Baacke for the purchase of PHC, INC in the amount of \$400,000.00 with interest at the rate of 125 basis points above the ten (10) year treasury yield as of five (5) days prior to closing for a term of fifteen (15) years with the city having a 1st position lien on all business

inventory, a 2nd position lien on all other corporate assets behind the Bank of Luxemburg, and a 3rd position lien on a personal mortgage behind the bank and a private investor subject to the following conditions: 1). City of Peshtigo receiving a pro-rata portion with the bank on 1st position personal guarantees; 2) Steve Koeffler to acquire a \$250,000.00 key man insurance policy or other appropriate insurance with the city of Peshtigo named as the beneficiary and to keep the policy in force throughout the term of the loan unless otherwise approved by the City; 3) That the value of the inventory of the company will always exceed the amount of the loan at any time and that the City will be provided with inventory reports on at least an annual basis and at any other reasonable time as requested by the City and 4) That the applicant pay a \$500.00 application fee forthwith and a loan origination fee, and all other required fees and expenses at closing.

Motion by Seymour and seconded by Gryzwa to adjourn at 5:32 p.m. Motion carried 5/0.

A handwritten signature in black ink, appearing to read 'Katie Berman', with a long horizontal flourish extending to the right.

Katie Berman
Mayor

CITY OF PESHTIGO

UDAG REVOLVING LOAN FUND MANUAL

**This Manual has been prepared to explain policy and procedures for the City of
Peshtigo's UDAG Revolving Loan Fund Program**

June 7, 1988

Revised October, 1990

Revised December 7, 1993

Revised July 5, 1994

Revised October 6, 2009

Revised June, 2021

Revised April 8, 2026

TABLE OF CONTENTS

I.	Program Intent	Page 1
II.	Economic Development Goals and Objective	Page 1
III.	Administration	Page 1
IV.	Project and Applicant Eligibility	Page 2
V.	Financing Policies	Page 3
VI.	Financing of the Loan	Page 4
VII.	Application Processing Procedure	Page 5
VIII.	Terms and Conditions	Page 7
IX.	Loan Application Fees	Page 9
X.	Grants	Page 9

I. Program Intent

In 1986, the City of Peshtigo was successful in obtaining a \$2,000,000 Federal Urban Development Action Grant (UDAG) to be loaned to Badger Paper Mills, Inc. The repayment of that loan provides the City of Peshtigo a pool of money to be used as a revolving loan fund.

This revolving loan fund is to be used to further Peshtigo's economic development by providing financial incentives for business and industry to locate, expand and/or continue operations in the City of Peshtigo.

This fund will be administered through the Peshtigo UDAG Revolving Loan Fund Committee. The Peshtigo City Council will have the final approval or disapproval for all projects recommended to it by the UDAG Revolving Loan Fund Committee.

II. Economic Development Goals and Objectives

The City of Peshtigo has outlined the following economic development goals:

- Keep existing local business and industry and to encourage their expansion in the City
- Recruit additional new business and industry
- Help diversify the industrial, manufacturing and commercial tax base
- Provide suitable space for commercial and industrial development at a reasonable cost
- Help eliminate blighted areas within the City
- Help provide with low-cost financing
- Provide the City with necessary and desirable services and maintain Peshtigo as an attractive place for people to live
- Create and retain jobs

III. Administration

The Peshtigo UDAG Revolving Loan Fund Committee has been selected by the Peshtigo City Council to administer the loan fund. This Committee will be authorized to use the loan funds to pay for direct loan administrative costs.

Administrative costs can include such items as legal fees for preparation of loan agreements, legal fees for opinions and advice, copying costs for documents, typing, mailing, telephone

calls and other such related costs. In addition, a Financial Advisor can be retained by the UDAG Loan Fund Administrator. The Financial Advisor would be a non-voting member of the UDAG Loan Fund Committee, and need not be a resident of the City of Peshtigo. The Financial Advisor should have the background, training and ability to assist the UDAG Loan Fund Committee by analyzing loan applicants' Financial Statements, Profit & Loss Statements, Proformas, Individual and Corporate Tax Returns, Case Flow Projections, Debt Service Coverage and any other information that can assist the UDAG Loan Fund Committee in making an informed loan decision. Salaries, if any, would be paid out of UDAG Funds, approved by the City Council.

Small expenditures can be made available to the City of Peshtigo only for projects related development costs. Examples of such would be for the preparation of a development plan, a market study, and/or professional consulting fees. In no case, shall these expenditures exceed \$15,000 for any one project. Approval of any expenditure to the City must be approved by the UDAG Revolving Loan Fund Committee and by the City Council.

The Peshtigo UDAG Revolving Loan Fund Committee is authorized to take whatever emergency action it sees fit, reasonable and necessary to protect the City's interest in any collateral given as security for any UDAG Loan and to use UDAG Administration Funds for such purposes.

IV. Project and Applicant Eligibility

A. NO LOAN SHALL BE APPROVED UNLESS UDAG HAS SUFFICIENT FUNDS ON DEPOSIT. Available funds will be used to provide interest bearing loans for the purposes business expansion, renovation, retail revitalization, and public facility improvements that directly and specifically create economic development opportunities. Examples of eligible projects include the following:

- 1) Purchase of land and associated costs necessary to its acquisition and preparation;
- 2) Purchase of Buildings and associated costs necessary to acquire, construct, expand, and /or rehabilitate;
- 3) Purchase of fixed equipment, machinery, furniture and fixtures and associated costs necessary for its acquisition and installation;
- 4) Public facility improvements such as sewer, water, existing storm sewers, drainage, site improvements and electrical and natural gas service extensions subject to the conditions herein.

B. No loans will be granted for the following:

- 1) Working capital including inventory;

- 2) No loans will be granted for the refinance of existing debt;
 - 3) No new loans will be considered if existing UDAG Loans are past due/not current.
- C. Municipal loans may be granted interest free. However, all municipal loans that are made for the purchase of property shall require two-thirds (2/3) vote approval of both the UDAG Committee and the City Council.
- D. Minimum requirements for program eligibility include the following criteria:
- 1) Proposed projects shall be located within the City of Peshtigo;
 - 2) Financial assistance may not be extended if total financing is otherwise available from private lenders or other agencies on terms, which will permit the accomplishment of the project. The amount of assistance to be provided shall be the minimum amount necessary to complete the project;
 - 3) Completion schedules shall be specifically made by the UDAG Revolving Loan Fund Committee;
 - 4) Proposed projects shall comply with all applicable zoning and development requirements;
 - 5) Proposed projects shall evidence an acceptable business plan and economic justification for the proposed assistance loan.

V. **Financing Policies:**

- A. **Loan Thresholds:** For proposed commercial and industrial projects, target requirements for program eligibility include the following criteria:
- 1) First position on collateral (whether sole or shared) required: The minimum provision of \$1.00 in private funds for each \$1.00 of loan assistance (50%). Private funds are defined as those assets which are not City of Peshtigo UDAG Revolving Loan Funds.
 - 2) Second position on collateral allowed: The minimum provision of \$3.00 in private funds for each \$1.00 of loan assistance (25%). Private funds are defined as those assets which are not City of Peshtigo UDAG Revolving Loan Funds.
 - 3) Total loan(s) to any one applicant including and related entities or guarantors shall not exceed \$1,000,000.00 at any time.

The Peshtigo UDAG Revolving Loan Fund Committee has the right, with the approval of the Council, to waive or modify the above thresholds when such modifications or waivers are deemed to be in the best interest of the City's economic development efforts and result in overwhelming public good.

B. Application and Borrower Information: Financial Information requirements are as follows:

- 1) Completed application form, including Public Information Disclosure Statement and Credit Disclosure Authorization;
- 2) Marketing and business plans;
- 3) Detailed Financial Statements showing profit and loss, balance sheet and/or Tax Returns for the last two Fiscal Years.
- 4) If Personal guarantees are required, a recent (within last 3 months) signed and dated Personal Financial Statement from all Guarantor.
- 5) If applicants are using a Commercial Bank for part of their financing package, the UDAG Revolving Loan Fund committee reserves the right, and borrower explicitly grants permission to the committee, to contact their bank Loan Officer to obtain details of their loan commitment to the applicants within the boundaries allowed by applicable law(s).
- 6) Every effort will be made to keep financial information provided by applicant will be kept confidential unless required to be disclosed. The applicant's financial information will be retained by the City Attorney and/or City Clerk and is to be reviewed only by members of the UDAG Revolving Loan Fund Committee.

VI. Financing of the Loan

Only interest-bearing loans will be made, excluding any loans made directly to the City. The rate of interest, term and security requirements shall be determined as follows:

INTEREST

- 125 basis points (1.25%) above the daily ten (10) year treasury yield rate as published from time to time by the U.S. Dept. of the Treasury as of the date the application for the funds is signed by the Applicant.

TERM

- The length of the loan, and the terms of repayment will also be recommended by the UDAG Revolving Loan Fund Committee. **The length of the loan shall not exceed fifteen (15) years.**

SECURITY

All loans shall be secured by real estate or personal property collateral before being approved. In addition, personal guarantees, life insurance assignments, and other security may be required.

FEE STRUCTURE- (to be paid by the Applicant):

Application Fee: A \$500.00 non-refundable fee will be paid by each applicant at the time of submission of the application to the City of Peshtigo.

Origination Fee: A fee equal to one-half percent (.5%) of the loan amount shall be charged by the City at the time of loan closing which shall be deposited into the UDAG fund balance and used toward the payment of City fees and expenses, including the reimbursement of legal fees, as determined by the City, for reviewing, processing, and completion of loan documents.

All architect's fees, engineering fees, or other fees associated with the project shall be the responsibility of the applicant. (such expenses are eligible to be paid from Peshtigo UDAG proceeds).

VII. Application Processing Procedure

Applications for the UDAG Revolving Loan Fund are to be submitted to the City of Peshtigo Revolving Loan Fund Committee, 331 French St., Peshtigo, WI 54157 at any time of the year. The application will be evaluated by the Loan Committee based on the proposed project's merits, with final approval granted by the City Council. If the application is refused by either the UDAG Loan Committee or the Council, the application shall be considered terminated.

The application process and timetable for the Business/Industrial loan is as follows:

1) Initial Contact:

This first contact involves discussion between the UDAG Revolving Loan Fund Committee and the applicant regarding the goals of the revolving loan fund program and the process involved in applying for the loan. The UDAG Revolving Loan Fund Committee will also assist the applicant in preparing the appropriate application forms and explain what additional information, if any, is needed from the applicant.

2) Verification of Information and Initial Review:

The UDAG Revolving Loan Fund Committee will use its best efforts to verify and

review the application and financial information within 60 days of receipt of the necessary information as required by the UDAG Revolving Loan Fund Committee, and will thereafter make an initial recommendation to the Council regarding the application's status (approval or disapproval) at the next available City council meeting.

3) Final Decision on Application:

The City Council shall have a maximum of 60 days to make the final determination on the status of the application and hold the necessary public hearings. Notification of the City Council's decision shall be made by the UDAG Revolving Loan Fund Committee to the applicant with 15 days of the Council's decision.

4) Loan Closing:

The City Clerk and the City Attorney will close the loan with the applicant and release the funds for the project as deemed appropriate by the Committee, whether disbursed in one sum, by a title company to disburse draws as the project is completed, or otherwise. If a title company is used, the borrower agrees to pay any fee directly out of the loan proceeds.

5) Project Criteria:

The Committee may use criteria for selection of a proposed project for an interest-bearing loan to include, without limitation; number of new jobs to be created, number of jobs to be retained by the project, the ratio of private funds to loan funds, additional tax base created and the wage scale to be paid. A scoring system has been established to help determine eligibility for the loan programs, and priority, should requests exceed available funds. This ranking criterion is as follows:

Ranking Criteria

Jobs Created/Retained

(100 Points Maximum)

INDUSTRIAL		COMMERCIAL
50 – 100 jobs	100 points	25 – 50 jobs
25 – 49 jobs	75 points	10 – 24 jobs
10 – 24 jobs	50 points	5 – 9 jobs
1 – 9 jobs	25 points	1 – 5 jobs

Outside Financing
(Other than Loan Fund)

\$3 private to \$1 loan fund	100 points
\$2 private to \$1 loan fund	75 points
\$1 private to \$1 loan fund	50 points

Financial Need

(Compared to	High	50 points
Other	Medium	24 points
Projects)	Low	10 Points

Business Plan

(Compared to	Excellent	50 points
Other	Average	30 points
Projects)	Fair	10 points

Repayment ability

(Compared to	Excellent	50 points
Other	Average	30 points
Projects)	Fair	10 points

VIII. Loan Terms and Conditions

The Loan applicant shall agree that he/she will NOT move or cause to be moved, any encumbered property from the project location. If any encumbered property is moved, or if the borrower ceases business operations in the City of Peshtigo, then the entire loan balance remaining will become due and payable immediately. The terms of the interest-bearing loans will be negotiated between the UDAG Revolving Loan Fund Committee and the successful applicant, with final approval by the City Council. The payback period of the loan for the project shall not be longer than 15 years on Real Estate. The interest shall accrue from the date on which the funds are transferred to the applicant.

The initial loan payment will be due on the first day of the month following the drawdown date of the loan funds. This first payment, and the monthly payments thereafter, will be paid in an amount and manner necessary to fully amortize the principal and accrued interest over the life of the loan.

The UDAG Revolving Loan Fund Committee may, at its discretion, defer payments and establish balloon payments or other rate modifications with the agreement of the applicants.

The funds received from the repayment of the loan shall be kept in the revolving fund account and reinvested on an interim basis, until approved for another economic development project.

The Mayor and the City Attorney are authorized to jointly represent the City of Peshtigo in any negotiations which are required concerning collateral given for UDAG loans. Final authority concerning such collateral is, however, reserved to the City Council.
(Revised December 7, 1993)

Prior to the distribution of loan funds to the approved applicant, there is required to be:

- 1) A signed revolving loan fund agreement;
- 2) A firm commitment of private financing to be disbursed prior to or at the same time as loan funds;
- 3) Documentation of obligated funds;
- 4) A signed promissory note;
- 5) A signed security instrument on the assets involved in the project;
- 6) A signed UCC-2 (Universal Commercial Code) Form when equipment purchase is involved.
- 7) Personal guarantees(s) if required;
- 8) Proof of insurance assigned to the City of Peshtigo as loss payee;
- 9) Assignment of Life Insurance if applicable;
- 10) Corporation Borrowing Resolution if applicable.

In addition to the above-mentioned terms and conditions, all applicants shall agree to comply with the following terms and conditions:

- 1) The applicant shall not discriminate upon the basis of sex, race, creed, color, class, national origin or ancestry in any employment activity related to use of the loan funds.
- 2) The applicant shall use the loan funds only to pay the cost of services and materials necessary to complete the economic development activities for which the loan funds were awarded.

- 3) The applicant shall permit inspections by persons authorized by the City Council or the UDAG Revolving Loan Fund Committee of all projects and properties assisted with the loan funds. Related project materials shall also be open to inspection, which shall include such items as contracts, materials, equipment, payrolls, etc. Requests for inspection shall be complied with by the applicant within 48 hours of the initial request.
- 4) The applicant shall keep such records as may be required by the UDAG Revolving Loan Fund Committee.
- 5) The applicant shall maintain fire and extended insurance on the project property, as required, during the term of the loan. The City shall be listed as an "other insured" on the policy.
- 6) Security for the business loan shall be provided by the applicant in the form of a lien on real or personal property.

Failure of an applicant to comply with the terms and conditions of the loan agreement will be reviewed on an individual case by case basis by the UDAG Revolving Loan Fund Committee. Appeals of the decisions made by the UDAG Revolving Loan Fund Committee shall be reviewed and final decisions made by the City Council.

IX. Loan Application Fees

- A. There shall be a \$500.00 loan application fee to be paid by the loan applicant to cover anticipated legal expenses. This fee must accompany the loan application. No application will be accepted or processed until this fee has been paid.
- B. In the event that the loan applicant submits a letter requesting his application be withdrawn, prior to the loan committee acting on it, then the loan applicant will be charged only the actual costs incurred by the City, and a refund of the difference will be given to the loan applicant.

X. Grants

Grants of available funds may be made for public facility improvements within the City of Peshtigo such as sewer, water, storm sewer, and drainage improvements. The total amount of such grants shall not exceed the sum of \$1,000,000.00. Grants for public facility improvements shall require a two-thirds (2/3) vote approval of both the UDAG Revolving Loan Fund Committee and the City Council.

APPLICATION FOR CITY OF PESHTIGO

URBAN DEVELOPMENT ACTION GRANT (UDAG)

LOAN PROGRAM

(Name of Applicant)

(Date Submitted)

(Signature of Applicant's Representative)

(Amount Requested)

1. PROJECT APPLICANT (Proposed Owner of Project)

A. Applicant's Legal Name: _____
Street Address: _____
City, State, Zip _____
Telephone Number: _____
Contact Person(s)/Title: _____

Brief Description of Business:

B. Business Organization:
☐ S Corporation ☐ Partnership
☐ C Corporation ☐ Sole Proprietorship

Date and State of Incorporation: _____
Federal Employer Identification Number: _____

Is applicant a subsidiary or direct or indirect affiliate of any other organization?

☒ Yes ☐ No

C. Management: All officers, directors and 20% owners of the applicant are listed below:

Name	Office Held/ Social Security #	Stock Ownership
<u>Home Address</u>		
<u>Telephone number</u>		
_____	_____	_____%
_____	_____	

_____	_____	_____%
_____	_____	

_____	_____	_____%
_____	_____	

_____	_____	_____%
_____	_____	

- D. Does any individual person or organization not listed above hold 50% interest in the applicant, directly or indirectly? ☐ Yes ☐ No
- E. Have any of the persons listed above ever been charged with, or convicted of any criminal offenses, other than a minor motor vehicle violation? ☐ Yes ☐ No
- F. Has the applicant or any person listed above been connected with, been in receivership, or adjudicated as bankrupt? ☐ Yes ☐ No
- G. Please list below each occupant of the facility to be financed, if a building, together with a description of the type of business use and percentage of occupancy of the facility to be financed.

<u>Occupant</u>	<u>Type of Business</u>	<u>% Occupancy</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

II. PROJECT REPRESENTATIVES

Applicant's Regular Bank/Branch:

Street Address

City, State, Zip

Telephone

Contact Person

Probable Lender for this Project:

Street Address

City, State, Zip

Telephone

Contact Person

Project Contractor:

Street Address

City, State, Zip

Telephone

Contact Person

Project Manager:

Street Address

City, State, Zip

Telephone

Contact Person

Legal Representative(s):

Street Address

City, State, Zip

Telephone

Contact Person

Accountant(s):

Street Address

City, State, Zip

Telephone

Contact Person

III. PROJECT SUMMARY AND BUSINESS PLAN

- A. Brief narrative description of the project and business plan. (Attach excerpts of the business plan as appropriate):

- B. Location of the Proposed Project:

Street Address:

City, State, Zip

- C. Buildings:

1. Does the project involve the acquisition of existing building(s)?

☐ Yes ☐ No

If Yes, please identify prior use, elaborate on proposed use, and identify whether property is under option:

2. Does the project consist of additions or renovations to existing buildings?

☐ Yes ☐ No

If Yes, please summarize the nature of the improvements.

3. Has any construction, rehabilitation, or renovation activity occurred to date, which is included in the total project cost?

☐ Yes ☐ No

If Yes, please summarize the extent of the activity undertaken and identify what percent it represents of the total work to be done.

4. Zoning and Infrastructure:

The proposed use of the project meets all governmental zoning and subdivision regulations. ☐ Yes ☐ No

There are adequate utilities, sewage and drainage available to the building per City requirements. ☐ Yes ☐ No

There is adequate off-street parking to meet the needs of the business per City requirements. ☐ Yes ☐ No

D. Equipment to be acquired for this project:

Description of Equipment

Value

Please list or notate if above equipment or other equipment is available as collateral for this project:

Description of Equipment

Value

In addition to the above list, the following related costs will be incurred in the equipment installation stage of this project:

<u>Description of Equipment and Installation</u>	<u>Value</u>

IV. SOURCES AND USES OF FUNDS

	Equity	Bank Name	UDAG Loan Program	Other	Total
Acquisition					\$0
Renovation/ Rehabilitation					\$0
Leasehold Improvements					\$0
Machinery & Equipment					\$0
Inventory					\$0
Operating Capital					\$0
Professional Fees, etc.					\$0
Miscellaneous, other					\$0
TOTAL	\$0	\$0	\$0	\$0	\$0

Please fill out the table with applicable monetary amounts. (Reflect where funds are coming from and how they will be used.)

V. ANTICIPATED BENEFITS TO THE CITY OF PESHTIGO

- A. Identify how the project will expand or diversify employment opportunities and otherwise encourage economic development in Peshtigo:

- B. Summarize how future job vacancies will be filled. Also indicate how eligible low- and moderate-income individuals will be identified (i.e., Wisconsin Employment Commission, Job Service, Manpower and other job referral services):

- C. Identify efforts in hiring long-term unemployed.

- D. Employment Impact

Indicate below the number of people presently employed at the site of the project and number that will be employed at the site at the end of the first and second years after the project has been completed (do not include construction workers):

EMPLOYMENT BY CATEGORY

<u>Job Classification</u>	<u>FULL-TIME EQUIVALENTS</u>		
	<u>On Site at Present</u>	<u>First Year</u>	<u>Second Year</u>
Officers/Owners	_____	_____	_____
Professional//Managerial	_____	_____	_____
Technical	_____	_____	_____
Clerical	_____	_____	_____
Sales	_____	_____	_____
Production/ Manufacturing	_____	_____	_____
Other Service Jobs	_____	_____	_____
Cooks	_____	_____	_____
TOTALS	_____	_____	_____

Is seasonal or part-time employment utilized? ☐ Yes ☐ No

BREAKDOWN OF NEW JOBS

<u># of New Jobs</u>	<u>Avg. Salary Per Stated Period</u>	<u>Job Title</u>	<u>Experience or Skill Level Required</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

E. Fiscal Impact Statement and Tax Benefits

1. Estimated amount of sales or use tax revenue per annum derived from the project to be financed (includes gasoline tax) \$ _____
2. Estimated amount of business or license tax revenue per annum derived from the project to be financed \$ _____

- | | | | |
|----|---|----------------|----------------------------------|
| 3. | Current estimate of real property, business equipment, and machinery and tools taxes per year using present tax rates. | RE
BE
MT | \$ _____
\$ _____
\$ _____ |
| 4. | Estimated annual sales figure of goods and/or services produced and/or sold by the business. | | \$ _____ |
| 5. | Estimated dollar value per year of goods and services that will be purchased in the City of Peshtigo for the operation of the business. | | \$ _____ |
| 6. | Current average annual salary per regular employee actively engaged in the operation of the business. | | \$ _____ |
| 7. | Maximum amount of financing sought. | | \$ _____ |
| 8. | Leverage ratio - Private Investment: UDAG Loan | | \$ _____ |
| 9. | Average dollar value of UDAG assistance per job created. | | \$ _____ |

VI. TOP MANAGEMENT TEAM

Name	_____
Title	_____
Street Address	_____
City, State, Zip	_____
Telephone	_____
Name	_____
Title	_____
Street Address	_____
City, State, Zip	_____
Telephone	_____
Name	_____
Title	_____
Street Address	_____
City, State, Zip	_____
Telephone	_____

VII. Required Attachments to Application

- A. Appropriate Application Fee (see UDAG Manual).
- B. Current Business Financial Statements and tax returns for the applicant's three most recent fiscal years, where applicable.
- C. Most recent interim financial statements of the applicant, if applicable.
- D. Three-year projected pro forma income statements and cash flow statements. Pro formas should be broken down on a monthly basis for a minimum of the first year or six months beyond the breakeven point and annually thereafter.
- E. Such non-financial information or supporting information necessary to substantiate the application, including, but not limited to:

Estimates, quotations, receipts, contracts, orders, invoices, leases, sales agreements, documentation from architects, engineers, contractors, suppliers, or others involved in the sale, lease or construction of fixed assets, if any, for applicant's project including schedules of implementation.
- F. Business Plan or description and history of business.
- G. Current personal financial statements of principals and three years of personal tax returns.
- H. Resumes of principals and top management.

VIII. **Certification and Signature:**

I/We certify that the above information is a true and accurate statement. False or misleading information may disqualify the application from further consideration.

Applicant: _____ Date Completed: _____

PUBLIC INFORMATION DISCLOSURE

The undersigned understands and agrees that all information furnished in connection with his application for a Peshtigo Urban Development Action Grant (UDAG) loan involves the use of public funds and as such may be made public pursuant to the statutes of the United States of America and the State of Wisconsin.

Applicant's Signature

Applicant's Signature

Applicant's Signature

VERIFICATION OF FINANCIAL FEASIBILITY

The undersigned authorizes the City of Peshtigo representatives to verify all information furnished in connection with the application for a loan under the Urban Development Action Grant (UDAG) program. The information that may be verified includes, but is not limited to, the following: employment, pensions, mortgages, deposits, and any other income; personal or business loans; hazard insurance; and further, to obtain a credit report.

Applicant's Signature

Applicant's Signature

Applicant's Signature

EMPLOYMENT CERTIFICATION STATEMENT

Peshtigo Urban Development Action Grant Loan Program

Definitions

"Low and moderate income household" or "lower income household" means a household whose income does not exceed 80 percent of the median family income for the area, as determined by HUD with adjustments for smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.

"Low- and moderate-income person" or "lower income person" means a member of a family having a family income within the limits determined in accordance with the above or any unrelated individual whose income does not exceed the one-person limit determined in accordance with the above.

Review for compliance with primary objectives.

- (1) Activities benefiting low- and moderate-income persons.
- (2) Economic development activities designed to create or retain permanent jobs, the majority of which are available or will be available to low- and moderate-income persons. Jobs are considered to be available to low and moderate income persons based on the nature and extent of the skills, education, and experience required to qualify for the jobs, training opportunities which would make such jobs available to low and moderate income persons who would not otherwise qualify, advertising and recruiting efforts directed toward low and moderate income persons, and the accessibility of the jobs to areas where substantial numbers of low and moderate income persons reside.

I certify that _____ will use its best efforts to create _____ jobs within _____ years as a result of the UDAG loan. A minimum of 51% of the jobs created will be held by or will be made available to low- and moderate-income persons in accordance with the above.

Firm Representative

AFFIRMATIVE ACTION GUIDELINES

_____ is committed to the concept of equal employment opportunity for all of its employees and applicants for employment. In accordance with the objectives of this policy, _____ has declared a policy of providing employment opportunities without regard to race ethnicity, color, religion, sex, national origin, political affiliation, age, handicapped status, or any other non-merit factor.

In addition, while it is the policy to provide fair and equal employment opportunity to all qualified applicants to enter and advance in employment at _____ on the basis of demonstrated merit relative to appropriate job-related standards, it is also the policy to take affirmative action to seek out individuals at any level of the organization whose potential has not been fully utilized, with the objective of assisting them to reach their full potential and merit job standards. Affirmative action will also include _____ actively seeking additional sources of applicants to help meet the objective of equal employment opportunity.

The affirmative action program is developed on the following principles:

1. To recruit, hire, train and promote persons for all job vacancies without regard to race, color, religion, sex, national origin, age, handicapped status, or any other non-merit factor, except where sex or physical requirements constitute a bona fide occupational qualification necessary to properly and efficiently function in the job.
2. To identify and eliminate all employment practices, which have an adverse impact on minorities, women or others, protected by applicable law.
3. To determine the extent to which minorities and women are underutilized in major groups, and develop a program of advancement and tenure which will make employment attractive as a career and encourage each employee to render his/her best service.
4. To ensure that promotional decisions are in accordance with principles of equal employment opportunity by imposing only valid requirements on promotional opportunities.
5. To ensure that personnel actions, such as compensation, benefits, transfers, lay-offs, returns from lay-off, company-sponsored training, education tuition reimbursement, and social and recreation programs will be administered without regard to race, color, religion, sex, national origin, age, handicapped status, or any other non-merit factor.

I certify that _____ will comply with all provisions of the affirmative action policy statement provided above.

Firm Representative

MINUTES

LICENSE & POLICE

WEDNESDAY, MARCH 18, 2026 – 4:30 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Robert Warren, Joel Ahrens, and Tony O'Neill.

Others Attending: Clerk-Treasurer Tammy Kasal, Public Works Director Matt Decur, Interim Police Chief Derek Koronkiewicz, and Officer Cody Cohan.

Chair Warren called the meeting to order at 4:31 p.m.

Motion by Warren and seconded by O'Neill to approve the agenda as amended. Motion carried 3/0.

Motion by Warren and seconded by Ahrens to approve the January 26, 2026 meeting minutes. Motion carried 3/0.

Food Truck Permit Application:

Warren reported he completed comparisons of Food Truck Permit Applications with other municipalities and inquired with food truck vendors.

Motion by O'Neill and seconded by Ahrens recommending Council approve the Food Truck Permit Application as presented. Motion carried 3/0.

CIP - Toughbooks and vehicle outfitting:

Interim Police Chief Koronkiewicz requested approval for the purchase of two Toughbooks from Baycom for \$6,130.00 to be funded by the CIP Loan proceeds.

Motion by Warren and seconded by Ahrens recommending Council approve the purchase of two Toughbooks from Baycom for \$6,130.00 from the CIP funds. Motion carried 3/0.

Koronkiewicz reported he received one quote for vehicle outfitting for the new police vehicle. Additional discussion and consideration was postponed until more quotes are received.

Police Department Fine Schedule:

Discussion was postponed on the Police Department Fine Schedule until the next meeting when additional personnel are in attendance.

Police Chief Report:

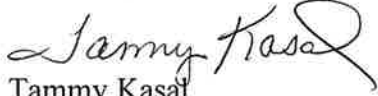
- Employment applications are being received for Part-time Officer Positions.
- Some parking tickets were issued during the snow storm and State of Emergency.
- Checking on obtaining additional officer badge numbers.
- Calls and arrests are up.
- Assisting on County calls.

Other Matters: None

Set date and time for next meeting:

The next meeting was scheduled for Thursday, April 2, 2026 at 4:30 P.M.

Motion by Warren and seconded by Ahrens to adjourn at 5:07 p.m. Motion carried 3/0.

A handwritten signature in cursive script, appearing to read "Tammy Kasal".

Tammy Kasal
Clerk-Treasurer

MINUTES

LICENSE & POLICE

THURSDAY, APRIL 2, 2026 – 4:30 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Robert Warren, Joel Ahrens, and Tony O'Neill.

Others Attending: Mayor Katie Berman, Public Works Director Matt Decur, Interim Police Chief Derek Koronkiewicz, and Officer/Detective Adam Hynnek.

Chair Warren called the meeting to order at 4:30 p.m.

Motion by Warren and seconded by Ahrens to approve the agenda. Motion carried 3/0.

Police Department Fine Schedule:

The committee discussed proposed additions and updates to the City's Fine Schedule for several ordinance violations commonly encountered in code enforcement.

Members reviewed nuisance-related ordinances identified by staff and discussed establishing clearer penalty amounts to support enforcement efforts, particularly in cases involving repeated or ongoing violations. Discussion centered on using a lower first-offense amount, followed by a higher penalty for subsequent offenses and continuing noncompliance.

Additional discussion included the use of standardized warning letters, consistency in enforcement, and the need to continue improving public awareness of permit requirements and related property maintenance expectations.

Committee members agreed to the following updates to the Fine Schedule:

First offense \$200; second offense \$600 for:

10-168 Safe and sanitary maintenance of property

28-164 Affecting health

28-166 Public nuisances affecting peace and safety

40-51 Snow and ice removal

First offense \$100, with each additional offense \$100:

40-56 Street numbers

First offense \$100; second offense \$200:

8-29 Barking dogs or crying cats

Motion by Warren and seconded by Ahrens recommending Council approve the updated Fine Schedule. Motion carried 3/0.

Other Matters: Next meeting is set for Wednesday, May 13, 2026 at 4:30 P.M.

Motion by Warren and seconded by O'Neill to adjourn at 5:28 p.m. Motion carried 3/0.

Katie Berman
Mayor

BAYCOM

A Lifeline In the Moments that Matter

Invoice

Page 1/1
Invoice EQUIPINV_060567
Date 2/18/2026
Customer ID 3154

Amount Paid: \$ _____

Bill To: PESHTIGO POLICE DEPT
331 FRENCH ST
PESHTIGO WI 54157-1219

Ship To: PESHTIGO POLICE DEPT
331 FRENCH ST
PESHTIGO WI 54157-1219

- DETACH TOP PORTION AND RETURN WITH PAYMENT -

Purchase Order No.		Customer ID	Salesperson	Shipping Method	Payment Terms	Req Ship Date
DEREK KORONKIEWICZ		3154	SAM COLUCCI	DROP SHIP	DUE UPON RECEIPT	2/11/2026
Ordered	Shipped	B/O	Item # / Serial #	Description	Unit Price	Ext. Price
2	2	0	FZ-55JA601BM	FZ-55, i7-1370P, TOUCH, WIN 11	\$3,065.00	\$6,130.00
			6ATTA83436		1	
			6ATTA83431		1	

Subtotal \$6,130.00
Tax \$0.00
Total \$6,130.00

Remittance Address:
BAYCOM, Inc. c/o OwnersEdge, Inc.
PO BOX 88013
Milwaukee, WI 53288-8013

BAYCOM

Billing Contact Information:
800-726-5426
accounts-receivable@baycominc.com

Our Promise to You: IT WILL WORK
We've done the Research. We have the Experience. We're in this Together.

We impose a surcharge of 2% on credit card purchases over \$1,000, which is not greater than our cost of acceptance.

Sec. 10-168. - Safe and sanitary maintenance of property.

- (a) *Purpose.* The purpose of this section is to recognize the private and public benefits resulting from the safe, sanitary, and attractive maintenance of commercial buildings, structures, yards, or vacant areas. Attractive and well-maintained property will enhance the neighborhood and City and provide a suitable environment for increasing physical and monetary values.
- (b) *Minimum requirements.* Every owner shall improve and maintain all property under his control to comply with the following minimum requirements:
 - (1) *Drainage.* All courts, yards, or other areas on the premises shall be properly graded to divert water away from any building or structure. Adjacent ground surface shall be sloped away from any building or structure with a grading of at least one-half inch per foot for a minimum of five feet where possible or by other means such as eaves troughs and downspout extensions.
 - (2) *Weeds.* All exterior property areas shall be kept free from noxious weeds as required by this Code. Where weed cutting is required, the Weed Commissioner shall perform said weed cutting and process the charge therefor as a special assessment against the benefited property.
 - (3) *Debris.* All exterior property areas shall be properly maintained in a clean and sanitary condition free from debris, rubbish or garbage, physical hazards, rodent harborage and infestation, and animal feces. All animal feces shall be removed within 24 hours.
 - (4) *Fences, walks, and parking areas.* Fences, other minor construction, walks, driveways, parking areas, and similar paved areas shall be properly maintained in a safe, sanitary, and substantial condition. Approved walks shall provide all-weather access to buildings or structures.
 - (5) *Exterior surfaces.* Exterior surfaces of buildings and structures not inherently resistant to deterioration shall be treated with a protective coating of paint or other suitable preservative that will provide adequate resistance to weathering and maintain an attractive appearance. Any exterior surface treated with paint or other preservative shall be maintained so as to prevent chipping, cracking or other deterioration of the exterior surface or the surface treatment and to present an attractive appearance. All paint or other preservative shall be applied in a workmanlike fashion.
 - (6) *Yard areas.* Yard areas of real estate shall not be permitted to deteriorate or remain in a condition that is not in accord with the following: Yard areas shall be kept in a clean and sanitary condition, free from any accumulation of combustible or non-combustible materials (which are not used as an integral part of the authorized business carried out on the premises), debris, or refuse. Yards shall not be used to store appliances, furnaces, hot water heaters, water softeners, or building material not used within five days, or any unsightly bulk items, unless these items are raw materials used in the business carried out on the premises.
 - (7) *General requirements.* Every foundation, exterior wall, and roof shall be reasonably weather tight, watertight, and rodentproof and shall be kept in proper repair and shall be capable of affording privacy. Any hazardous sagging or bulging shall be properly repaired to a level or plumb position. All chimneys and breeching shall be so constructed and maintained so as to ensure that it safely and properly removes the products of combustion from the building.
 - (8) *Windows and doors.* Every window, exterior door, and basement hatchway shall be reasonably weather tight, watertight, and rodentproof and kept in proper repair. All door and window hardware shall be installed and maintained in proper working condition.
 - (9) *Outside stairs and porches.* Every outside stair, every porch, and every appurtenance thereto, shall be so constructed as to be safe to use and capable of supporting the load that normal use may cause to be placed thereon, and shall be kept in proper condition and repair and shall present an attractive appearance. All exterior stairs and steps and every appurtenance thereto shall comply with the requirements specified in the State Administrative Code.
 - (10) *Removal of debris.*
 - a.

No person shall dispose of rocks, trees, stumps, waste building material, or other debris from land development, building construction, street grading, or installation of underground utilities upon the surface of any land in the City, except at approved disposal sites.

- b. No land owner shall allow an accumulation of rocks, trees, stumps, waste building material or other debris from land development, building construction, street grading, or installation of underground utilities upon the surface of his land for a period of more than ten days.
- c. All land filling operations shall be leveled off to permit the mowing of the weeds between June 1 and November 1. This includes the removal of stones, bottles, wire, and other debris that will interfere with mowing operations.

(Code 1991, § 15-5-4; Ord. No. 94-04, § I(15-5-4), 9-6-1994)

Sec. 28-164. - Affecting health.

The following acts, omissions, places, conditions and things are hereby specifically declared to be public health nuisances, but such enumeration shall not be construed to exclude other health nuisances coming within the definition of Section 28-163:

- (1) *Adulterated food.* All decayed, harmfully adulterated or unwholesome food or drink sold or offered for sale to the public.
- (2) *Unburied carcasses.* Carcasses of animals, birds or fowl not intended for human consumption or foods that are not buried or otherwise disposed of in a sanitary manner within 24 hours after death.
- (3) *Breeding places for vermin, etc.* Accumulations of decayed animal or vegetable matter, trash, rubbish, rotting lumber, bedding, packing material, scrap metal or any material whatsoever in which flies, mosquitoes, disease-carrying insects, rats or other vermin may breed.
- (4) *Stagnant water.* All stagnant water in which mosquitoes, flies or other insects can multiply.
- (5) *Garbage cans.* Garbage cans that are not fly-tight.
- (6) *Noxious weeds.* All noxious weeds and other rank growth of vegetation.
- (7) *Water pollution.* The pollution of any public well or cistern, stream, lake, canal or other body of water by sewage, creamery or industrial wastes or other substances.
- (8) *Noxious odors, etc.* Any use of property, substances or things within the City or within four miles thereof or causing any foul, offensive, noisome, nauseous, noxious or disagreeable odors, gases, effluvia or stench extremely repulsive to the physical senses of ordinary persons which annoy, discomfort, injure or inconvenience the health of any appreciable number of persons within the City.
- (9) *Street pollution.* Any use of property that shall cause any nauseous or unwholesome liquid or substance to flow into or upon any street, gutter, alley, sidewalk or public place within the City.
- (10) *Animals at large.* All animals running at large.
- (11) *Accumulations of refuse.* Accumulations of old cans, lumber, elm firewood and other refuse.
- (12) *Air pollution.* The escape of smoke, soot, cinders, noxious acids, fumes, gases, fly ash or industrial dust within the limits or within one mile therefrom in such quantities as to endanger the health of persons of ordinary sensibilities or to threaten or cause substantial injury to property.

(Code 1991, § 11-6-3)

Sec. 28-166. - Public nuisances affecting peace and safety.

The following acts, omissions, places, conditions and things are hereby declared to be public nuisances affecting peace and safety, but such enumeration shall not be construed to exclude other nuisances affecting public peace or safety coming within the definition of Section 28-163:

- (1) *Signs, billboards, etc.* All signs and billboards, awnings and other similar structures over or near streets, sidewalks, public grounds or places frequented by the public, so situated or constructed as to endanger the public safety.
- (2) *Illegal buildings.* All buildings erected, repaired or altered in violation of the provisions of this Code relating to materials and manner of construction of buildings and structures within the City.
- (3) *Unauthorized traffic signs.* All unauthorized signs, signals, markings or devices placed or maintained upon or in view of any public highway or railway crossing which purport to be or may be mistaken as an official traffic control device, railroad sign or signal or which, because of its color, location, brilliance or manner of operation, interferes with the effectiveness of any such device, sign or signal.
- (4) *Obstruction of intersections.* All trees, hedges, billboards or other obstructions which prevent persons driving vehicles on public streets, alleys or highways from obtaining a clear view of traffic when approaching an intersection or pedestrian crosswalk.
- (5) *Tree limbs.* All limbs of trees which project over a public sidewalk less than ten feet above the surface thereof and all limbs which project over a public street less than 14 feet above the surface thereof.
- (6) *Dangerous trees.* All trees which are a menace to public safety or are the cause of substantial annoyance to the general public.
- (7) *Fireworks.* All use or display of fireworks except as provided by the State laws and this Code.
- (8) *Dilapidated buildings.* All buildings or structures so old, dilapidated or out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human use.
- (9) *Wires over streets.* All wires over streets, alleys or public grounds that are strung less than 15 feet above the surface thereof.
- (10) *Noisy animals or fowl.* The keeping or harboring of any animal or fowl which, by frequent or habitual howling, yelping, barking, crowing or making of other noises shall greatly annoy or disturb a neighborhood or any considerable number of persons within the City.
- (11) *Excavations—Obstructions of streets.* All obstructions of streets, alleys, sidewalks or crosswalks and all excavations in or under the same, except as permitted by the regulations of the City or which, although made in accordance with such regulation, are kept or maintained for an unreasonable or illegal length of time after the purpose thereof has been accomplished, or which do not conform to the permit.
- (12) *Same—Open.* All open and unguarded pits, wells, excavations or unused basements accessible from any public street, alley or sidewalk.
- (13) *Abandoned refrigerators.* All abandoned refrigerators or iceboxes from which the doors and other covers have not been removed or which are not equipped with a device for opening from the inside.
- (14) *Flammable liquids.* Repeated or continuous violations of this Code or laws of the State relating to the storage of flammable liquids.
- (15) *Unremoved snow.* All snow and ice not removed or sprinkled with ashes, sawdust, sand or other chemical removers, as provided in this Code.

(Code 1991, § 11-6-5)

Sec. 40-51. - Snow and ice removal.

- (a) *Removal from sidewalks.* The owner, occupant or person in charge of any parcel or lot which fronts upon or abuts any sidewalk shall keep said sidewalk clear of all snow and ice. In the event of snow accumulating on said sidewalk due to natural means and/or by any other means, said sidewalks shall be cleared of all accumulated snow and/or ice within 48 hours from the time the snow ceases to accumulate on said sidewalk. In the event that ice has formed on any sidewalk in such a manner that it cannot be removed, the owner, occupant or person in charge of the parcel or lot which fronts upon or adjoins said sidewalk shall keep the sidewalk sprinkled with material to accelerate melting or prevent slipping.
- (b) *Notice and removal of snow from sidewalks.* If the owner, occupant or person in charge of any parcel or lot which fronts upon or adjoins any sidewalk shall fail to keep said sidewalk clear of snow and ice as set forth in Subsection (a) of this section, the Director of Public Works shall take the following action:
- (1) *Hazardous conditions.* If the Director of Public Works determines that the failure to remove the snow and ice from the sidewalk creates an immediate danger to the public health and/or safety, he shall cause the issuance of a written notice to the owner, occupant or person in charge of any parcel or lot directing that the snow and ice be removed immediately after the delivery of the notice. In the event the property owner, occupant or person in charge of said parcel or lot is unavailable to receive a written notice. The Director of Public Works shall cause all sidewalks which have not been cleaned or sprinkled in the manner heretofore to be cleaned or sprinkled upon default of the person whose duty it shall be to clean or sprinkle the same, and the cost thereof, shall be assessed as a special tax against the abutting property, which shall be collected in the same manner as other City taxes.
 - (2) *Snow and ice not to encroach.* No person shall push, shove or in any way deposit any snow or ice onto any public streets, alley, sidewalk or public lands dedicated to public use. Snow from public sidewalks shall not be stored in any manner which will obstruct or limit vehicular or pedestrian vision, movement or access. The deposit of any snow or ice upon any sidewalk, alley or street, contrary to the provisions of this section, is a nuisance; and in addition to the penalty provided for violation of this section, the City may summarily remove and transport from the site any snow or ice so deposited and cause the cost of said removal to be charged to the owner of the property from which said snow or ice had been removed.
- (c) *Enforcement.* The Director of Public Works is hereby authorized and directed to enforce the provisions of this section, including requesting the assistance of the Police Department.
- (d) *Continued violations.* Each 24-hour period where a violation occurs shall constitute a separate offense under this section for enforcement purposes. Repeated violations or subsequent additional accumulations of snow and/or ice shall not nullify any pending notice issued under this section.
- (e) *Abatement after notice.* Failure of the owner, occupant or person in charge of any parcel or lot to cause the removal of snow and/or ice within the time established under Subsection (b)(1) of this section after receiving a written notice shall result in the Director of Public Works causing the removal of said snow and/or ice.
- (f) *Expense.* An account of the expenses incurred by the City to abate the snow and/or ice hazard shall be kept and such expenses shall be charged to and paid by the parcel or lot owner. Notice of the bill for the removal of snow and/or ice shall be mailed to the last-known address of the owner of the parcel or lot and shall be payable within ten calendar days from the receipt thereof. Within 60 days after such costs and expenses are incurred and remain unpaid, the City Clerk-Treasurer shall enter those charges onto the tax roll as a special tax as provided by Wis. Stats. § 66.615(5).
- (g) *Penalty.* Snow and ice shall be removed within 48 hours, pursuant to the requirements of this section, after any storm; should said snow and ice fail to be removed, the City Police Department shall, in addition to possibly removing the snow pursuant to Subsection (f) of this section, issue a warning ticket. If snow and ice is not removed within 48 hours after receiving the warning ticket, the Police Department shall issue a citation with a penalty as prescribed in Section 1-17. Each day in violation of this section shall constitute a separate offense.

(Code 1991, § 6-2-7)

Sec. 40-56. - Street numbers.

- (a) *Buildings to have street numbers.* Each principal building in the City shall be assigned an official street number by the Director of Public Works. All lots and parts of lots in the City shall be numbered in accordance with a street numbering map on file in the office of the Director of Public Works. Plats shall be numbered to conform as nearly as possible to the general scheme of numbering as outlined on the map.
- (b) *Displayed.* The owner, occupant, or agent in charge of the premises shall cause to be affixed and to be maintained when so affixed to each principal building controlled by him the official street number assigned to that building as provided in Subsection (a) of this section. The physical numbers provided herein shall be not less than four inches in size. Each required number shall be affixed on the front of the building in such a location that it may be easily and readily seen by a person of ordinary eyesight on the public street or highway upon which the building abuts. For commercial buildings with a public entrance fronting a public alley, the street number shall also be affixed in such location that it may be seen in like manner from such alley. Where the second floor of a structure is separately occupied, the same shall be given a one-half number in addition to the first floor.
- (c) *Noncompliance.* If the owner or occupant of any building neglects for 20 days to duly attach and maintain the proper numbers on the building, the City shall serve him a notice requiring him to properly number the same, and if he neglects to do so for ten days after service, he shall be subject to a forfeiture as provided in Section 1-17.

(Code 1991, § 6-2-12)

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O902487	11-6(9)	Sexual Offender Residency Restrictions	\$400.00					N540		NTC			119	
119O902488	12-1(9)	Boat Launch Permit Violation	\$200.00					N540		NTC			119	
119O902489	12-68(i)	Transient merchants failure to register	\$300.00					N540		NTC			119	
119O902490	12-74(a)	Prohibited practices my transient merchant	\$300.00					N540		NTC			119	
119O902491	18-150(1)	Fireworks illegal use without permit	\$300.00					N540		NTC			119	
119O902492	18-150(b)	Fireworks sell to person without permit	\$300.00					N540		NTC			119	
119O902493	18-150(f)	Fireworks illegal to sell/give away	\$300.00					N540		NTC			119	
119O902494	18-63(a)	Driving Over Fire hose	\$600.00					N540		NTC			119	
119O902495	18-63(b)	Parking within 10 feet of fire hydrant	\$400.00					N540		NTC			119	
119O902496	18-63(c)	Driving parking within 1 block of fire scene	\$400.00					N540		NTC			119	
119O902497	18-65	Civilians to assist firemen	\$300.00					N540		NTC			119	
119O902498	18-67	Interference with the use of fire hydrants	\$400.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O902499	24-7	Civilians To Assist Police	\$300.00					N540		NTC			119	
119O902500	28-1	Criminal Code adopting state statute	\$0.00					Misc		NTC			119	
119O902501	28-101b1	Consume alcohol on public streets	\$200.00					N540		NTC			119	
119O902502	28-101b3a	Permit patron to leave with open container	\$200.00					N540		NTC			119	
119O902503	28-101b3b	Patron leaving with open container	\$200.00					N540		NTC			119	
119O902504	28-102a1	Sale of alcohol to underage person	\$600.00					N540		NTC			119	
119O902505	28-102c1	Sale of alcohol to intoxicated person	\$600.00					N540		NTC			119	
119O902506	28-103(a)	Underage person in tavern restricted	\$200.00					N540		NTC			119	
119O902507	28-104(b)	Underage person possess or consume	\$200.00					N540		NTC			119	
119O902508	28-107(b)	Possession/Consume alcohol on school	\$200.00					N540		NTC			119	
119O902509	28-108(a)	Adult permitting alcohol drinking	\$600.00					N540		NTC			119	
119O902510	28-132(a)	Curfew violations	\$100.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O90251 1	28-132(c)	Parent responsibility Curfew	\$200.00					N540		NTC			119	
119O90251 2	28-133	Possession of controlled substance Juvenile	\$300.00					N540		NTC			119	
119O90251 3	28-134	Petty theft by juvenile	\$200.00					N340		NTC			119	
119O90251 4	28-135	Receiving stolen property by juvenile	\$300.00					N540		NTC			119	
119O90251 5	28-137	Drug paraphernalia possession by juvenile	\$200.00					N540		NTC			119	
119O90251 6	28-139(c)	Habitually Truant second offense or more	\$200.00					N540		NTC			119	
119O90251 7	28-139b2	Habitually Truant	\$124.00					Misc		NTC			119	
119O90251 8	28-162	Public nuisances (health/safety/peace/morals)	\$600.00					N540		NTC			119	
119O90251 9	28-23(b)	Discharging firearms prohibited in city	\$300.00					N540		NTC			119	
119O90252 0	28-23(c)	Hunting within City limits	\$600.00					N540		NTC			119	
119O90252 1	28-23g1	Slingshot /Bow and arrow illegal use of	\$300.00					N540		NTC			119	
119O90252 2	28-25	Safe/use/discharge of fireworks prohibited	\$300.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
1190902523	28-26(c)	Obstructing sidewalk prohibited	\$100.00					N540		NTC			119	
1190902524	28-27(1)	Loitering on private property	\$200.00					N540		NTC			119	
1190902525	28-27(b)	Loitering/obstructing within City	\$200.00					N540		NTC			119	
1190902526	28-27(d)	Loitering prowling suspicious circumstances	\$200.00					N540		NTC			119	
1190902527	28-27b1	Loitering on public streets/grounds	\$200.00					N360		NTC			119	
1190902528	28-27e1	Loitering juvenile where alcohol is sold	\$100.00					N540		NTC			119	
1190902529	28-28(a)	Loud unnecessary noise prohibited	\$300.00					N540		NTC			119	
1190902530	28-29(a)	Disorderly Conduct	\$300.00					N540		NTC			119	
1190902531	28-29(b)	Urinating defecating in public	\$600.00					N540		NTC			119	
1190902532	28-30(b)	Unauthorized person on school grounds	\$300.00					N540		NTC			119	
1190902533	28-30(c)	Disorderly conduct on school grounds	\$300.00					N540		NTC			119	
1190902534	28-30(d)	Loitering on school grounds/zones	\$300.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O90253 5	28-30(e)	Alcohol illegal possession on school grounds	\$300.00					N540		NTC			119	
119O90253 6	28-31(a)	Truancy Contributing to over 18 years old	\$120.00					N360		NTC			119	
119O90253 7	28-31(b)	Truancy Parent or gaurdian liable	\$120.00					N540		NTC			119	
119O90253 8	28-32(a)	Failure to obey lawful police order	\$250.00					Misc		NTC			119	
119O90253 9	28-32(b)	Resisting /interfering with Police	\$300.00					N540		NTC			119	
119O90254 0	28-33(a)	Possession of Controlled substances	\$350.00					N540		NTC			119	
119O90254 1	28-33(b)	Possession of marijuana	\$300.00					N540		NTC			119	
119O90254 2	28-33(c)	Possession of drug paraphernalia	\$180.00					N360		NTC			119	
119O90254 3	28-34	Crossing Police line	\$250.00					Misc		NTC			119	
119O90254 4	28-35	Harassment prohibited	\$300.00					N360		NTC			119	
119O90254 5	28-61(a)	Damage to Property	\$300.00					N540		NTC			119	
119O90254 6	28-61(b)	Parent liable for damage caused by minor	\$175.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O902547	28-61(c)	Theft of Property	\$300.00			23H		N540		NTC			119	N
119O902548	28-62(a)	Littering on public/private property	\$220.00					N540		NTC			119	
119O902549	28-63	Abandoned refrigerators	\$300.00					N540		NTC			119	
119O902550	28-64(b)	Theft of library material	\$200.00					N540		NTC			119	
119O902551	28-64(e)	Damage to library material	\$200.00					N540		NTC			119	
119O902552	28-65c1	Disturbing cemetery plots	\$600.00					N540		NTC			119	
119O902553	28-65c10	Loitering in cemetery prohibited	\$300.00					N540		NTC			119	
119O902554	28-65c11	Alcohol prohibited in cemetery	\$300.00					N540		NTC			119	
119O902555	28-65c13	Presence in cemetery after hours	\$300.00					N540		NTC			119	
119O902556	28-65c3	Off road operating prohibited in cemetery	\$300.00					N540		NTC			119	
119O902557	28-65c4	15 mph limit in cemetery	\$300.00					N540		NTC			119	
119O902558	28-65c5	Parking on grass in cemetery	\$300.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O902559	28-65c6	Littering prohibited in cemetery	\$300.00					N540		NTC			119	
119O902560	28-65c7	Animals prohibited in cemetery	\$300.00					N540		NTC			119	
119O902561	28-65c8	Amplified sound systems in cemetery	\$200.00					N540		NTC			119	
119O902562	28-66(a)	Damage of public property	\$300.00					N540		NTC			119	
119O902563	28-66(b)	Breaking street lamps windows	\$300.00					N540		NTC			119	
119O902564	28-66(c)	Damaging fire hydrants water mains	\$600.00					N540		NTC			119	
119O902565	28-67(d)	Shoplifting (less than \$100.00)	\$200.00					N540		NTC			119	
119O902566	28-68(a)	Issue worthless checks (less than \$500)	\$200.00					N540		NTC			119	
119O902567	28-69(a)	Trespass to land	\$100.00					N540		NTC			119	
119O902568	28-69(b)	Trespass to dwelling	\$300.00					N540		NTC			119	
119O902569	30-1(b)(1)	Littering in city park	\$220.00					N540		NTC			119	
119O902570	30-1(b)(2)	Amplifying systems in city park	\$150.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O90257 1	30-1(b)(3)	Posting painting signs in parks	\$100.00					N540		NTC			119	
119O90257 2	30-1(b)(4)	Throwing stones missiles in park	\$300.00					N540		NTC			119	
119O90257 3	30-1(b)(5)	Removal of park equipment	\$600.00					N540		NTC			119	
119O90257 4	30-1(b)(7)	Illegal fires	\$100.00					N540		NTC			119	
119O90257 5	30-1(b)(8)	Damage to park property/ animals	\$200.00					N540		NTC			119	
119O90257 6	30-1(b)(9)	Operating motorized vehicles off road	\$200.00					N540		NTC			119	
119O90257 7	30-1b10	Snowmobiles off route in park	\$200.00					N540		NTC			119	
119O90257 8	30-1b11	Speed limit violations in park	\$200.00					N540		NTC			119	
119O90257 9	30-1b13	Reckless driving in park	\$300.00					N540		NTC			119	
119O90258 0	30-1b14	Parking violations in park	\$200.00					N540		NTC			119	
119O90258 1	30-1b17	Illegal golfing in park	\$100.00					N540		NTC			119	
119O90258 2	30-1b18	Bow/arrow use prohibited in park	\$300.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O90258 3	30-1b20	Leash law violation in park	\$300.00					N540		NTC			119	
119O90258 4	30-1b21	Firearms/hunting prohibited in park	\$300.00					N540		NTC			119	
119O90258 5	30-4(a)(1)	Badge park after designated hours	\$100.00					N540		NTC			119	
119O90258 6	30-4(b)	Other City parks After designated hours	\$100.00					N540		NTC			119	
119O90258 7	30-7(a)	Disorderly conduct in city parks	\$250.00					Misc		NTC			119	
119O90258 8	30-7(b)	Campers under age 17	\$100.00					N540		NTC			119	
119O90258 9	30-7(d)	Dogs no leashed in city parks	\$300.00					N540		NTC			119	
119O90259 0	30-7(f)	Violation of quiet hours in city parks	\$125.00					N540		NTC			119	
119O90259 1	34-19(2)	Garage sales signs placed in prohibited area	\$100.00					N540		NTC			119	
119O90259 2	34-19(3)	Garage sales one day limit one sign posting	\$100.00					N540		NTC			119	
119O90259 3	34-19(b)	Garage sales over 4 per year	\$100.00					N540		NTC			119	
119O90259 4	34-19(c)	Garage sales (limited hours length)	\$100.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O90259 5	34-19(d)	Garage sales signs located 5ft from street	\$100.00					N540		NTC			119	
119O90259 6	38-26	Garbage unlawful dumping/depositing in City	\$250.00					N540		NTC			119	
119O90259 7	40-55	Unlawful dumping	\$250.00					N540		NTC			119	
119O90259 8	44-1	Traffic Laws Adopted	\$0.00					Misc		DMV			119	
119O90259 9	44-111	Bicycles Adopted by state statute	\$0.00					Misc		DMV			119	
119O90260 0	44-138(a)	Bicycle registration vilations	\$100.00					N540		NTC			119	
119O90260 1	44-139(d)	Bicycles modifications	\$100.00					N540		NTC			119	
119O90260 2	44-139(f)	Bicycle operation on drugs/ alcohol	\$200.00					N540		NTC			119	
119O90260 3	44-164(a)	Play vehicle violations (skateboards)	\$100.00					N540		NTC			119	
119O90260 4	44-184(a)	Parking on property with sign/notice posted	\$100.00					N540		PRK			119	
119O90260 5	44-184(f)	Vehicle parked on street longer than 48 hours	\$100.00					N540		PRK			119	
119O90260 6	44-184(f)	Vehicle parked in city hall lot over 72 hours	\$100.00					N540		PRK			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O902607	44-215(a)	Parking vehicles over 12000 lbs	\$100.00					N540		PRK			119	
119O902608	44-25(a)	Unnecessary noise/power with vehicle	\$200.00					N540		NTC			119	
119O902609	44-25(b)	Unnecessary smoke/odor from vehicle	\$200.00					N540		NTC			119	
119O902610	44-25(c)	Unnecessary acceleration from vehicle	\$200.00					N540		NTC			119	
119O902611	44-25(d)	Avoiding traffic control devices	\$200.00					N540		NTC			119	
119O902612	44-258	Vehicle parked in handicapped space	\$200.00					N540		PRK			119	
119O902613	44-284(a)	Parking restrictions Badge Park	\$100.00					N540		PRK			119	
119O902614	44-285	Winter parking violations	\$100.00					N540		PRK			119	
119O902615	44-327(1)	Parking on school grounds restricted times	\$100.00					N540		PRK			119	
119O902616	44-327(2)	10 mph speed limit on school grounds	\$100.00					N540		NTC			119	
119O902617	44-358(a)	Leaving keys in vehicle	\$100.00					N540		NTC			119	
119O902618	44-358(b)	Vehicle left running 200 ft from residence	\$100.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O902619	44-378	Unlawful removal of parking tickets	\$200.00					N540		NTC			119	
119O902620	44-433(b)	Abandoned vehicles in city after 48 hours	\$200.00					N540		NTC			119	
119O902621	44-440(b)	Storage of junk vehicles/unlicensed	\$300.00					N540		NTC			119	
119O902622	44-440(b)	Storage of junk appliances vehicle parts	\$300.00					N540		NTC			119	
119O902623	44-86	ATV Adopted by state statute	\$0.00					Misc		DNR			119	
119O902624	44-87(c)	Motor vehicle operation off road use in city	\$200.00					N540		NTC			119	
119O902625	44-87a1	Vehicles off road use on streets in city	\$200.00					N540		NTC			119	
119O902626	44-88	Snowmobiles Adopted by state statute	\$0.00					Misc		DMV			119	
119O902627	44-89	Leaving snowmobile unattended and running	\$100.00					N540		NTC			119	
119O902628	44-90	Operating snowmobile on sidewalk	\$200.00					N540		NTC			119	
119O902629	44-91	Snowmobile illegal operation within city	\$200.00					N540		NTC			119	
119O902630	50-24	Taxi Refusing to pay fare	\$200.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O90263 1	6-88(1)	Violation of Alcohol closing hours	\$200.00					N540		NTC			119	
119O90263 2	6-88(2)	Violation of Alcohol carryout hours	\$200.00					N540		NTC			119	
119O90263 3	8-101(a)	Vicious dogs/animals	\$300.00					N540		NTC			119	
119O90263 4	8-101(b)	Owning/harboring dog/cat causing a nuisance	\$200.00					N540		NTC			119	
119O90263 5	8-102(a)	Animals running at large	\$200.00					N540		NTC			119	
119O90263 6	8-105	Failure to provide food/water to animals	\$300.00					N540		NTC			119	
119O90263 7	8-106	Failure to provide shelter to animals	\$300.00					N540		NTC			119	
119O90263 8	8-107	Neglected /Abandoned animals	\$300.00					N540		NTC			119	
119O90263 9	8-109	Failure to clean up after animals (feces)	\$300.00					N540		NTC			119	
119O90264 0	8-23(c)(1)	Limit 2 dogs/3 cats per household	\$300.00					N540		NTC			119	
119O90264 1	8-25()	Dogs/Cats unleashed on public grounds	\$100.00					N540		NTC			119	
119O90264 2	8-27()	Failure to report dog/cat bite	\$100.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WIBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O90264 3	8-28(i)	Injury to property by animals (urine feces)	\$200.00					N540		NTC			119	
119O90264 4	8-29(i)	Barking dogs/ Crying cats	\$100.00					N540		NTC			119	
119O90264 5	8-47(a)	Unlicensed dog/cat	\$300.00					N540		NTC			119	
119O90264 6	8-70(i)	Rabies vaccination required	\$300.00					N540		NTC			119	
119O90264 7	1-17(A)(2)	Code Violation Penalty Second or More	\$500.00			90Z		N360		NTC	09/14/20 20 12:00:00 AM		119	N
119O90264 8	1-17(A)(1)	Code Violation Penalty First Offense	\$250.00			90Z		N360		NTC	09/14/20 20 12:00:00 AM		119	N
119O90264 9	8-102(a)	Animals running at large (2nd+)	\$400.00					N540		NTC			119	
119O90265 0	8-107	Neglected/Abandoned animals (2nd+)	\$600.00					N540		NTC			119	
119O90265 1	8-109	Failure to clean up after animals (feces) (2nd+)	\$600.00					N540		NTC			119	
119O90265 2	28-29(a)	Disorderly Conduct (2nd+)	\$600.00					N540		NTC			119	

Ordinances

Code Value	Ordinance Number	Code Text	Scheduled Fine	Statute	Statute Key	WBRS Offense Code	Sort Order	Tree Value	Shortcut	Statute Section	Start Date	Expiration Date	Location ID	Mandatory Appearance Flag
119O90265 3	28-32(b)	Resisting/interfering with Police (2nd+)	\$600.00					N540		NTC			119	
119O90265 4	28-66(a)	Damage to public property (2nd+)	\$600.00					N540		NTC			119	
119O90265 5	28-67(d)	Shoplifting (less than \$100.00) (2nd+)	\$400.00					N540		NTC			119	
119O90265 6	28-68(a)	Issue worthless checks (less than \$500) (2nd+)	\$400.00					N540		NTC			119	
119O90265 7	44-257(a) (15)	Parking within 6 ft of alley/private road/driveway	\$100.00					N540		NTC			119	
119O90265 8	28-70(d)	Poss. of tobacco/vapor products by minor	\$200.00					N540		NTC			119	

MINUTES

FIRE, LIGHTING & BUILDING

TUESDAY, MARCH 24, 2026 – 3:00 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Keith Klimek, Debbie Sievert, and Tony O'Neill.

Others Attending: Clerk-Treasurer Tammy Kasal, Fire & EMS Chief Chuck Gardon, Building Inspector Joe Last, Public Works Director Matt Decur, Parks & Recreation Director Lori Tonn, Alderperson Joel Ahrens, Firefighter & EMR Gracie Koeffler, and Karen Murphy-Peshtigo Librarian.

Chair Klimek called the meeting to order at 3:04 p.m.

Motion by Sievert and seconded by O'Neill to approve the agenda. Motion carried 3/0.

Motion by O'Neill and seconded by Sievert to approve the February 26, 2026 meeting minutes. Motion carried 3/0.

Library animal programing:

Peshtigo Librarian Karen Murphy requested authorization to hold live animal programs at City Hall. Discussion was held on where to hold the events. The Committee agreed to hold the events outside the building by sectioning off a portion the parking lot as approved by the Mayor.

Motion by Klimek and seconded by O'Neill recommending Council approve outdoor live animal programs held by the Peshtigo Library outside the building in a sectioned off portion of the parking lot as approved by the Mayor. Motion carried 3/0.

Resignation of EMR Todd Reed:

A resignation letter as an EMR from Todd Reed was reviewed.

Motion by O'Neill and seconded by Sievert recommending Council approve the resignation of EMR Todd Reed. Motion carried 3/0.

Fire/EMS Policy and Organization:

Fire & EMS Chief Gardon reported he is working on the Fire/EMS Policy and Organization and will report at a future meeting.

Firefighter Cadet Program:

Chief Gardon reported the Firefighter Cadet Program is for 16 – 18 year olds. Existing equipment will be used by the cadets. Discussion was held, and it was decided to allow a maximum of five cadets to be enrolled in the program at one time.

Motion by Klimek and seconded by Sievert recommending Council approve the Firefighter Cadet Program for up to a maximum of five individuals. Motion carried 3/0.

Assistant Service Director appointment:

Fire & EMS Chief Gardon requested Grace Koeffler be appointed as Assistant EMS Service Director.

Motion by O'Neill and seconded by Sievert recommending Council appoint Grace Koeffler as Assistant EMS Service Director. Motion carried 3/0.

Fire Department MABAS agreement:

Chief Gardon presented a draft Fire Department MABAS Agreement for review and consideration at a future meeting when the final agreement, ordinance, and resolution are finalized.

Building Inspector Report – Joe Last:

- March Building Inspection Report will distributed at the March Council meeting.
- Working with Police Department on ordinance violations and process.
- Working on reviewing rental properties enforcement of violations with citation to be issued.
- Permits issued is currently extremely low, so monitoring is being done for violations.

Facility report (see attached) – Matt Decur:

- Library leak appears to be fixed.
- A roof vent leak at the Community Center needs to be repaired.
- Ayres Associates is working toward demolition bidding on the Landmark building.

Fire/EMS Chief Report – Chief Gardon:

- March Fire/EMS Chief Report will distributed at the March Council meeting.
- 32 calls were received and the snow storm made it difficult to respond to some calls.
- The equipment truck had a battery swap.
- The DNR MOU is being updated to increase the expense allowances.

Other Matters: None

Set future meeting(s):

The next Fire, Lighting & Building meeting was scheduled for Wednesday, April 22, 2026 at 3:00 p.m.

Motion by Sievert and seconded by O'Neill to adjourn at 4:09 p.m. Motion carried 3/0.



Tammy Kasal
Clerk-Treasurer

Todd J. Reed

N2530 Timberland Way

Peshtigo, WI, 54157

Toddreed814@gmail.com

(920)604-2102

2/8/2026

Chief Charles Gardon

City of Peshtigo Fire Department

331 French Street

Peshtigo, WI, 54157

Dear Chief Gardon & to anyone else whom this may concern,

I hope this message finds you well. I am writing to formally resign from my volunteer position as **EMR** with **Peshtigo Fire & Rescue**, effective **Immediately!**

This decision was not easy, as my time with **Peshtigo Fire & Rescue** has been deeply rewarding. I have truly valued the opportunity to contribute to your mission, work alongside such dedicated individuals, and connect with the community we serve.

Unfortunately, due to **my personal schedule and health reasons**, I am unable to continue giving the time and energy this role deserves. I will do my best to ensure a smooth transition, including **any training of the scheduling if needed**.

Thank you for the trust, support, and inspiration you have given me during my time here. I will always carry fond memories of my experience and remain an advocate for the important work you do.

Wishing you and the organization continued success.

Warm regards,

Todd J. Reed

Firefighter Cadet Program

for the City of Peshtigo Fire/Rescue Department

Scope:

The City of Peshtigo Fire/Rescue Department Has established a junior firefighter program. This program was developed to assist the fire department in recruiting future members. The idea is to serve the community and to continue the department's tradition of providing a service to the residents it protects.

Requirements of program membership.

1. Must be between 16 and 18 years of age.
1. Must be a resident of the city in which the department serves or a current members family member.
2. Must complete a current background check as administered by the fire and police department.
3. Must be in good standing with the department and has to complete the standard interview process.
4. All candidates will be subject to all current department rules and regulations.
5. Must have a signed and dated permission slip from a parent or guardian.

The Following rules will be followed by all members of the cadet program:

1. Membership must not interfere with current schooling, which includes no pagers will be allowed in or on school property.
2. Cadets will not be allowed to leave school for calls.
3. Any cadet misrepresenting department in or near school activities will be dismissed from the department.
4. Driving to the scene of any calls, cadets must abide by all posted speed limits.
5. No red lights will be allowed in any vehicles.
6. When responding to a call only fire departments are allowed in the vehicle.
7. No cadets will be allowed to respond to any vehicle accidents.
8. Cadets will not be allowed to respond if paged after 10:00 PM on a school night and if page earlier will be released by IC by 10:00 PM.
9. All cadets reporting to the scene will check in with an officer and await instructions for assignment.
10. Cadets will be required to attend at least 10 truck checks per year.
11. Cadets will be required to attend at least 12 meetings per year.
12. All cadets will be required to follow state laws in reference to 0 tolerance when it comes to drugs and alcohol.
13. Cadets will be reviewed on and ongoing basis by station officers, assistant chiefs, and Fire Chief.
14. Cadets will not be allowed to engage in any interior fire operations during structural fire attack.

15. Department officers will ensure that new cadets will receive as much training as possible during weekly trainings, it helps them to be familiar with department equipment.
16. The department strongly recommends that cadets try to ride along in department vehicles during emergency operations.
17. Upon reaching the age of 18, a High School graduate, and still in good standing with the department cadets will be converted to full members which will allow them to respond to any department pages.
18. Cadets are responsible to maintain their issued equipment and have it available for inspection upon request by the department.
19. As part of this program, all cadets will be required to read and understand all current fire department SOG's, department safety rules, along with all department directives.

By signing this form the cadet affirms that they have read and understand their responsibilities as members of the city of Peshtigo fire/rescue department. And pledge to serve this department and the community to the best of their ability.

Signature

Department Officer

Print Name

Print Name

Date

Date

City of Peshtigo Fire/Rescue Department Cadet Program

Parent/Guardian Permission Form

The city of Peshtigo Fire/Rescue Department has established a cadet program. This program is to help the department with staffing in the future. This program will allow members of the cadet program to see what it is like to be a firefighter and to participate in department activities.

This program has been set up for members from the ages of 16 through 18. Due to the age group of the cadets, the department has set aside certain guidelines for them to follow.

1. School and school activities come first period they will not be allowed to leave school for calls, nor will they be allowed to carry pagers during school hours.
2. If working a call during school nights they will be released to return home prior to 10:00 PM
3. They must attend as many trainings and meetings as possible to begin their training in the fire service.
4. They will be allowed to work on fire scenes under direct supervision of a trained firefighter.
5. They will not be allowed to respond to any motor vehicle accidents.
6. If they have a personal vehicle they will not be allowed to exceed the speed limit for any reason or will they be allowed to have any red lights installed in their vehicle. No family or friends are allowed to be in the vehicle if they respond to a fire department call.
7. Misuse of department equipment that is issued to cadets will result in immediate suspension from the program. This includes but is not limited to wearing firefighter gear for other than fire department activities. Loaning out of said equipment to others not in the cadet program.

Firefighting is an extremely dangerous career choice. There are many hazards to contend with under very stressful situations. It is the intention of the department to give the cadets all the skills needed to become a valuable member of the department. With this said the department must take note that training can be sometimes just as hazardous as firefighting. For this reason, we ask that you, parent or guardian, sign in the area below to acknowledge that your son/daughter has permission to participate as a member of the city of Peshtigo Fire/Rescue Department.

Cadet Print Name _____

Sign _____ Date _____

Parent/Guardian Print
Name _____

Sign _____ Date _____

Fire Department
Member Receiving Form _____ Date _____



331 French St.
P.O. Box 100
Peshtigo, WI 54157
Phone 715-582-3041

City of Peshtigo Fire Dept

3/20/2026

To: Fire Lighting and Building Committee

From: Fire Chief

Subject: Naming Assistant Service Director

I am submitting the name of Grace Koeffler to be considered for the Assistant Service Director position.

Thank you,

A handwritten signature in cursive script, appearing to read "Charles Gardon".

Charles Gardon
Fire Chief

MINUTES

STREETS & DRAINAGE

TUESDAY, MARCH 24, 2026, 4:30 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Robert Warren and Keith Klimek.

Member excused: Joel Ahrens.

Others Attending: Clerk-Treasurer Tammy Kasal and Public Works Director Matt Decur.

Chair Warren called the meeting to order at 4:30 p.m.

Motion by Warren and seconded by Klimek to approve the agenda as presented. Motion carried 2/0.

Minutes:

Motion by Warren and seconded by Klimek to approve the February 26, 2026 meeting minutes. Motion carried 2/0.

Driveway Permit Application for Extreme Transportation & Warehouse at 921 Ogden Rd.:

Public Works Director Decur presented a Driveway Permit Application for Extreme Transportation & Warehouse at 921 Ogden Rd. Ordinance limits driveways to 24' and one per property. The application was reviewed and discussion was held on allowing two additional driveways at 60' each.

Motion by Warren and seconded by Klimek recommending Council approve the Driveway Permit Application for Extreme Transportation & Warehouse at 921 Ogden Rd. for two additional driveways at 60' each. Motion carried 2/0.

Streets & Drainage report:

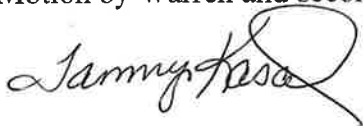
- Snow removal from the snow storm went well with no equipment breakdowns.
- Additional snow removal and mailbox replacements will continue next week. Sod and driveway repairs will be done in the spring.
- West Park Dr. construction project is expected to begin June 1, 2026.

Other matters: None.

Set future meeting:

The next Streets & Drainage meeting was scheduled for Wednesday, March 22, 2026, 4:30 p.m.

Motion by Warren and seconded by Klimek to adjourn at 4:37 p.m. Motion carried 2/0.



Tammy Kasal
Clerk-Treasurer

CITY OF PESHTIGO

Application for Sidewalk/Driveway Permit

INSTRUCTIONS: Complete this application, including the drawing on the back. Return to the office of the City Clerk with a fee of \$25.00 dollars.

INSPECTIONS: Two inspections are usually required, as indicated below.

1. When work has been laid out, forms set ,etc, but before beginning construction.
2. When all work has been completed.

ADDRESS WHERE SIDEWALK/DRIVEWAY IS TO BE BUILT		
ADDRESS: 921 Ogden Rd		
NAME AND ADDRESS OF PROPERTY OWNER		
NAME: Extreme TRANSPORTATION & Warehouse		PHONE: 715-587-6621
ADDRESS: 990 Pine ST	CITY: Peshtigo	STATE: WI
CONTRACTOR INFORMATION		
NAME: US		PHONE:
ADDRESS:	CITY:	STATE:
Complete the drawing on back of page, or attach a separate drawing.		
SIGNATURE: [Signature]		
I hereby certify that the information submitted is accurate to the best of my knowledge.		
SIGNATURE:		DATE:
VALIDATION		
APPROVED BY:		FEE:
ADDRESS:	CITY:	STATE:

SITE PLAN DRAWING: Complete the drawing on the back of this page. Include the

Property lines
Streets and alleys

All buildings on property
Proposed construction

Open

18' x 60' OUTPOST

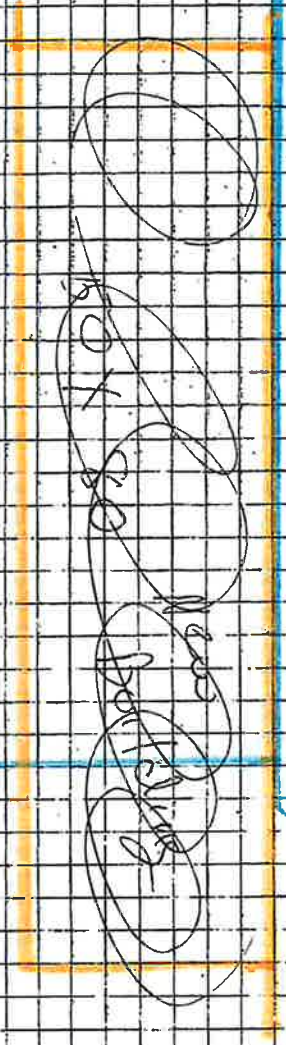
200 feet

100 feet

Lot #3

Gravel

POPPLES



Lot #4

Gravel Drive with



DEVELOPER PROPOSED
 24-3992

PROPOSED BUILDING FOR
 24-3992
 CITY, WISCONSIN, COUNTY OF

C1.0

DAYLAND
 DAYLAND BUILDINGS
 1000 W. WISCONSIN AVE. SUITE 100
 MILWAUKEE, WI 53233
 (414) 224-1100
 WWW.DAYLANDBUILDINGS.COM

MINUTES

FINANCE & CLAIMS

WEDNESDAY – MARCH 25, 2026 – 8:30 A.M.

COMMON COUNCIL, MUNICIPAL BUILDING

Members present: Chair Deborah Sievert and Brigitte Schmidt.

Member excused: Robert Warren.

Others Attending: Clerk-Treasurer Tammy Kasal, Parks & Recreation Director Lori Tonn, and Wastewater Operator Rich Sparks.

Chair Sievert called the meeting to order at 9:00 a.m.

Motion by Sievert and seconded by Schmidt to approve the agenda as presented. Motion carried 2/0.

Minutes:

Motion by Sievert and seconded by Schmidt to approve the February 25, 2026 meeting minutes.

Motion carried 2/0.

Disbursements:

Disbursements were reviewed.

Motion by Sievert and seconded by Schmidt to approve the disbursements. Motion carried 2/0.

RLF/UDAG loans and payments:

RLF/UDAG loans and payments were reviewed.

Schedule of Appropriation Entries: None

2026 2nd Level WWTP Operator and DPW Adult & Summer part-time wages:

Wastewater Operator Rich Sparks reported Jeff Vorpahl has completed training to advance to Level 3 WWTP Operator. Payroll will reflect the increase in wage effective the date of advancement approval.

Discussion on the DPW Adult & Summer part-time wages was postponed to a future meeting when the Public Works Director is in attendance.

Such other Matters: None.

Set future meeting(s):

The next Finance and Claims meeting will be scheduled at a future time.

Motion by Schmidt and seconded by Sievert to adjourn at 9:11 a.m. Motion carried 2/0.



Tammy Kasal

Clerk-Treasurer

	2024	2025	2026		
	WAGE	WAGE	WAGE	OH	TOTAL
BASE	\$ 23.70	\$ 24.65	\$ 25.64	\$ 14.36	\$ 40.00
LEAD WATER OPERATOR - MADDEN	\$ 25.88	\$ 26.92	\$ 28.00	\$ 15.68	\$ 43.68
WATER OPERATOR - STIBBE	\$ 25.01	\$ 26.01	\$ 27.05	\$ 15.15	\$ 42.20
MECHANIC - STIBBE	\$ 25.58	\$ 26.60	\$ 27.66	\$ 15.49	\$ 43.15
LEAD WWTP OPERATOR - SPARKS	\$ 28.36	\$ 29.49	\$ 30.67	\$ 17.18	\$ 47.85
LEVEL 2 WWTP OPERATOR - VORPAHL	\$ 25.86	\$ 26.89	\$ 27.97	\$ 15.66	\$ 43.63
LEVEL 1 WWTP OPERATOR - VORPAHL	\$ 24.86				
LEVEL 1 WWTP OPERATOR - MONNETTE	\$ 24.86	\$ 25.85	\$ 26.88	\$ 15.05	\$ 41.93
COLLECTION SYSTEM OPERATOR - MADDEN	\$ 24.86	\$ 25.85	\$ 26.88	\$ 15.05	\$ 41.93
ADULT PART TIME	\$ 16.34	\$ 16.99	\$ 17.67		

CERTIFICATION INCREASES	WAGE	2026		
		WAGE	OH	TOTAL
COLLECTION SYSTEM OPERATOR	BASE + \$1	\$ 26.64	\$ 14.92	\$ 41.56
LEVEL 1 WWTP OPERATOR	BASE + \$1	\$ 26.64	\$ 14.92	\$ 41.56
LEVEL 2 WWTP OPERATOR	LEVEL 1 + \$1	\$ 27.64	\$ 15.48	\$ 43.12
LEAD WWTP OPERATOR	LEVEL 2 + \$1	\$ 28.64	\$ 16.04	\$ 44.68
MECHANIC	BASE + \$1	\$ 26.64	\$ 14.92	\$ 41.56
WATER OPERATOR	BASE + \$1	\$ 26.64	\$ 14.92	\$ 41.56
LEAD WATER OPERATOR	WATER OPERATOR + \$1	\$ 27.64	\$ 15.48	\$ 43.12

POSITION POSTING

DEPARTMENT OF PUBLIC WORKS

Wastewater Treatment Plant Operator/Laborer/Truck Driver/Equipment Operator

Waste Water Treatment Plant

The employee shall be schedule through the year to achieve a goal of 60 percent of available operator hours spent at WWTP.

- **Step 1 Wastewater Treatment Plant Operator**

Pass the WDNR Wastewater Basic General Wastewater Exam, and one subclass.
(Compensation \$1.00 above base rate)

- **Sept 2 Waste water Treatment Plant Operator**

Pass the Advance Wastewater Exam and all subclasses A1 required for operation of the City of Peshtigo WWTP including (Suspended Growth Processes), B (Solids Separation), C (Biological Solids/Sludge Handling, Processing, and Re-use), D (Disinfection), L (Laboratory), P (Total Phosphorus) within four years.
(Compensation \$2.00 above base rate)

- **Step 3 Waste water Treatment Plant Operator**

Advanced Waste Water Operator/Laborer/Truck Driver/Equipment Operator- Obtain 10 points and submit an advanced certification application Current point system requires a minimum of 4 years hands on experience combined with several other option to acquire points including, but not limited to, Degrees, Apprenticeship, and Advanced Coursework. The initial 100 question Advanced Exam counts as 4 points.
(Compensation \$3.00 above base rate)

Public Works Department

General Activities

Approximately 40 percent of employee's hours shall be assigned to the general public works responsibilities. Duties include but are not limited to activities related to refuse collection, streets, sewer collection system, storm sewer system, water distribution system and forestry.

Additional Information

Employee is required to obtain a commercial driver's license within 6 months of employment. Employee must pass a required physical and drug testing. The base pay for the position is \$20.44. There is a 6 months probationary period for new employees with a at pay rate of \$19.94.