

The Reorganizational Meeting of the Old Council of the City of Peshtigo was held April 21, 2026 at 6:00 p.m.

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

Attending: Parks & Recreation Director Lori Tonn, Fire & EMS Chief Chuck Gardon, and Public Works Director Matt Decur.

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

Minutes:

Motion by Warren and seconded by Klimek to approve the minutes of the April 13, 2026 Regular Meeting. Motion carried 6/0.

Persons desiring to be heard from the floor: None

Business and Communications: None

Committee Reports: None

Adjourned sine die at 7:05 p.m.

A handwritten signature in black ink, appearing to read "Tammy Kasal", written in a cursive style.

Tammy Kasal  
Clerk-Treasurer

A Reorganizational Meeting of the New Council of the City of Peshtigo was held April 15, 2025 at 6:05 p.m.

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

Attending: Parks & Recreation Director Lori Tonn, Fire & EMS Chief Chuck Gardon, and Public Works Director Matt Decur.

Clerk-Treasurer Kasal swore in newly elected members and Oaths of Office were filed for Mayor Berman and Alderpersons Brigitte Schmidt, Robert Warren, and Joel Ahrens.

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

Persons desiring to be heard from the floor: None

Business and Communications:

A. Call for nominations from the floor for President of the Council, then vote.

Alderpersons O'Neill and Schmidt nominated Alderperson Warren for President of the Council.

Mayor Berman called for any more nominations.

Motion by O'Neill and seconded by Schmidt to appoint Alderperson Warren as Council President. Motion carried 6/0.

B. Approve Council Committees.

Motion by Warren and seconded by Schmidt to approve the Council Committees as presented. Motion carried 6/0.

C. Approve Ethics Committee members.

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

D. Nominate and elect Plan Commission member.

Alderpersons Sievert & Schmidt nominated Alderperson Warren as Plan Commission member.

Motion by Sievert and seconded by Schmidt to appoint Alderperson Warren as member to Plan Commission. Motion carried 6/0.

## E. Approve City Appointments.

Motion by Warren and seconded by Ahrens to approve the City Appointments as presented.  
Motion carried 6/0.

## F. Approve the Fire Department Listing.

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

## G. Approve the Police Disciplinary Review Committee.

Motion by Sievert and seconded by Warren to approve the Police Disciplinary Review Committee as printed. Motion carried 6/0.

## H. Approve all other Commissions and Committees.

Motion by Warren and seconded by Sievert to approve all other Commissions and Committees which includes Water & Sewer, RLF/UDAG, Board of Appeals, Board of Review, and Industrial Park Oversight Committees as presented. Motion carried 6/0.

2025 Board of Review date:

The 2025 Board of Review meeting was scheduled for June 1, 2026. The Open Book will be determined and set by the City Assessor.

Judiciary Committee:

- Adopt Resolution 2026-01 – A Resolution Designating Official Newspaper.

Motion by O'Neill and seconded by Sievert to adopt Resolution 2026-01 – A Resolution Designating Official Newspaper. Motion carried 6/0.

Such other matters: None

Motion by Schmidt and seconded by Warren to adjourn at 6:21 p.m. Motion carried 6/0.



Tammy Kasal  
Clerk-Treasurer

# City of Peshtigo Staff and Committee List 2026

**Alderman ~ Council President ~ Robert Warren**

District 1 ~ **Brigitte Schmidt & Tony O'Neill**

District 2 ~ **Keith Klimek & Joel Ahrens**

District 3 ~ **Debbie Sievert & Robert Warren**

City Attorney David Spangenberg, may advise on all committees (Non-Voting)

City Appointments:

Attorney ~ David Spangenberg

Deputy Weed commissioner ~ Matt Decur

Fire Chief ~ Chuck Gardon

**A.M.** **P.M.** preferred meeting times

## City Council Standing Committees:

|                                                 |
|-------------------------------------------------|
| <b>Finance &amp; Claims</b> 4th Wednesday 8:30a |
| <b>Debbie Sievert, Chairman 1</b>               |
| Brigitte Schmidt 1, Robert Warren 1             |

|                                                      |
|------------------------------------------------------|
| <b>Fire, Lighting &amp; Building</b> 4th Thursday 3p |
| <b>Keith Klimek, Chairman 1</b>                      |
| Debbie Sievert 2, Tony O'Neill 1                     |

|                                                            |
|------------------------------------------------------------|
| <b>License &amp; Police</b> Quarterly, 2nd Wednesday 4:30p |
| <b>Robert Warren, Chairman 2</b>                           |
| Tony O'Neill 2, Joel Ahrens 1                              |

|                                                   |
|---------------------------------------------------|
| <b>Parks &amp; Recreation</b> 3rd Wednesday 4:30p |
| <b>Joel Ahrens, Chairman 2</b>                    |
| Debbie Sievert 3, Tony O'Neill 3                  |

|                                                 |
|-------------------------------------------------|
| <b>Streets &amp; Drainage</b> 3rd Tuesday 4:30p |
| <b>Robert Warren, Chairman 3</b>                |
| Keith Klimek 3, Joel Ahrens 3                   |

|                                                 |
|-------------------------------------------------|
| <b>Judiciary</b> Odd months, 1st Thursday 4:30p |
| <b>Tony O'Neill, Chairman 4</b>                 |
| Keith Klimek 3, Joel Ahrens 4                   |

|                                     |
|-------------------------------------|
| <b>Personnel</b> as needed          |
| <b>Brigitte Schmidt, Chairman 2</b> |
| Robert Warren 4, Tony O'Neill 5     |

|                                                                                   |
|-----------------------------------------------------------------------------------|
| <b>Industrial Park Oversight Committee</b> Quarterly, 3rd Tuesday follows Streets |
| <b>Katie Berman, Mayor, Presiding Officer (non-voting)</b>                        |
| Robert Warren 5, Joel Ahrens 5, Keith Klimek 4                                    |
| 2 Property/Business Owner ~ Advisory Positions (non-voting)                       |
| David Spangenberg, Attorney (Non-Voting)                                          |

|                                                             |
|-------------------------------------------------------------|
| <b>Board of Review</b> (Annual Meeting 1st week June)       |
| <b>Katie Berman, Mayor; Tammy Kasal, Clerk-Treasurer</b>    |
| <b>Brigitte Schmidt 3, Debbie Sievert 4, Tony O'Neill 6</b> |
| Assessor Jerry Pillath (Non-Voting)                         |

|                                                                                   |
|-----------------------------------------------------------------------------------|
| <b>Water &amp; Sewer Committee</b> Monthly 2nd Tuesday 8:30a (4 year appointment) |
| <b>Dan Seymour, Chairman (2024-2028)</b>                                          |
| Fred Meintz (2023-2027)                                                           |
| Gary Motkowski (2025-2029)                                                        |
| Thomas Gryzwa (2026-2030)                                                         |
| <b>Robert Warren (Yearly) 6</b>                                                   |
| Matt Decur, Public Works Director (Non-Voting)                                    |
| Kathy Kennedy, Secretary                                                          |

|                                                                             |
|-----------------------------------------------------------------------------|
| <b>Peshtigo RLF/UDAG Loan Fund Committee</b> as needed (3 year appointment) |
| <b>Debbie Sievert, Chairman (Yearly) 5</b>                                  |
| Thomas Gryzwa (2023-2026)                                                   |
| Tom Maxwell (2024-2027)                                                     |
| Dan Seymour (2025-2028)                                                     |
| Tim Finger (2025-2028)                                                      |
| Katie Berman, Mayor (Non-Voting Member)                                     |
| Tammy Kasal, Secretary                                                      |

|                                                         |
|---------------------------------------------------------|
| <b>Plan Commission</b> Even months (3 year appointment) |
| <b>Mayor Katie Berman, Presiding Officer</b>            |
| Karen Pluff (2023-2026)                                 |
| John Berendt (2024-2027)                                |
| Jamie Bayer (2024-2027)                                 |
| Doug VanWinkle (2025-2028)                              |
| <b>Robert Warren (Yearly) 7</b>                         |
| Matt Decur, Public Works Director                       |
| Joe Last, Building Inspector, (Non-Voting)              |

|                                                     |
|-----------------------------------------------------|
| <b>Ethics Committee</b> Annual (3 year appointment) |
| <b>Charles Gardon, Chairman (2025-2028)</b>         |
| <b>Chelly Winkler, Vice-Chairman (2026-2029)</b>    |
| Angel Wink (2025-2028)                              |
| Sheryl Fugere (2026-2029)                           |
| Mary Seidl (2024-2027)                              |
| Thomas Gryzwa (2024-2027)                           |
| <b>Robert Warren, (Yearly) 8</b>                    |
| David Spangenberg, Attorney (Non-Voting)            |

|                                                               |
|---------------------------------------------------------------|
| <b>Zoning Board of Appeals</b> as needed (3 year appointment) |
| <b>Karen Pluff, Chairman (2024-2027)</b>                      |
| Sammi Rupert (2023-2026)                                      |
| Geary Halverson (2026-2029)                                   |
| Jeffrey Hansen (2024-2027)                                    |
| Michael Pavlovich (2025-2028)                                 |
| Debra Felker (Alternate)                                      |
| Zach Lossett (Alternate)                                      |
| Joe Last, Building Inspector, (Non-Voting)                    |
| Matt Decur, Public Works Director (Non-Voting)                |
| David Spangenberg, Attorney (Non-Voting)                      |

|                                                                          |
|--------------------------------------------------------------------------|
| <b>Police Disciplinary Review Commission</b> Annual (5 year appointment) |
| <b>Stan Nogalski, Chairman (2025-2030)</b>                               |
| <b>Mary Seidl, Secretary (2024-2029)</b>                                 |
| Geary Halverson (2026-2031)                                              |
| Doug VanWinkle (2022-2027)                                               |
| Gerald Valley (2023-2028)                                                |
| David Spangenberg, Attorney (Non-Voting)                                 |

## Department Heads

|                                     |                                                |
|-------------------------------------|------------------------------------------------|
| Clerk-Treasurer                     | Tammy Kasal ~ tammyk@ci.peshtigo.wi.gov        |
| Department of Public Works Director | Matt Decur ~ mdecu@ci.peshtigo.wi.gov          |
| Parks & Recreation Director         | Lori Tonn ~ lorit@ci.peshtigo.wi.gov           |
| Police Interim Chief                | Derek Koronkiewicz ~ derek@ci.peshtigo.wi.gov  |
| Fire/EMS Chief                      | Chuck Gardon ~ chuckg@ci.peshtigo.wi.gov       |
| Building Inspector                  | Joe Last ~ jlast@cityofcontowi.gov             |
| Attorney                            | David Spangenberg ~ davidsw@ci.peshtigo.wi.gov |

2026  
meetings at a glance

# City of Des Moines

|    | JANUARY                 | FEBRUARY                                                 | MARCH      | APRIL                   | MAY | JUNE                  | JULY                                        | AUGUST         | SEPTEMBER                                  | OCTOBER                 | NOVEMBER                                   | DECEMBER            |
|----|-------------------------|----------------------------------------------------------|------------|-------------------------|-----|-----------------------|---------------------------------------------|----------------|--------------------------------------------|-------------------------|--------------------------------------------|---------------------|
|    | 1 <sup>st</sup> Quarter |                                                          |            | 2 <sup>nd</sup> Quarter |     |                       | 3 <sup>rd</sup> Quarter                     |                |                                            | 4 <sup>th</sup> Quarter |                                            |                     |
| Su | 1                       | 1                                                        |            |                         |     |                       |                                             |                |                                            | 1                       |                                            |                     |
| Mo | 2                       | 2                                                        |            |                         |     |                       |                                             |                |                                            | 2                       |                                            |                     |
| Tu | 3                       | Council Sp                                               | Council Sp |                         |     | Council Sp            |                                             |                | Council Sp                                 |                         | Election Council Sp                        | Council Sp          |
| We | 4                       | 4                                                        | 4          |                         |     | Board of Review 8:30a |                                             |                |                                            |                         | Council Sp                                 |                     |
| Th | 5                       | 5                                                        | 5          | 1                       |     | 2                     | Judiciary 4:30p                             |                | Judiciary 4:30p                            |                         | Judiciary 4:30p                            |                     |
| Fr | 6                       | 6                                                        | 6          | 2                       |     | 3                     | Independence Day observed                   |                |                                            |                         |                                            |                     |
| Sa | 7                       | 7                                                        | 7          | 3                       |     | 4                     |                                             |                |                                            |                         |                                            |                     |
| Su | 8                       | 8                                                        | 8          | 4                       |     | 5                     |                                             |                |                                            |                         |                                            |                     |
| Mo | 9                       | Personnel 8:30a                                          | 9          | 5                       |     | 6                     |                                             |                |                                            |                         |                                            |                     |
| Tu | 10                      | Council Sp                                               | 10         | 6                       |     | 7                     | Council Sp                                  |                |                                            |                         | Water & Sewer 8:30a                        | Water & Sewer 8:30a |
| We | 11                      |                                                          | 11         | 7                       |     | 8                     | License & Police 4:30p                      | MMO Council Sp | Water & Sewer 8:30a License & Police 4:30p | Council Sp              | Water & Sewer 8:30a License & Police 4:30p |                     |
| Th | 12                      | Water & Sewer 8:30a                                      | 12         | 8                       |     | 9                     |                                             |                |                                            |                         | Special Council - Budget Adoption 6p       |                     |
| Fr | 13                      | Personnel 8:45a                                          | 13         | 9                       |     | 10                    |                                             |                |                                            |                         |                                            |                     |
| Sa | 14                      |                                                          | 14         | 10                      |     | 11                    |                                             |                |                                            |                         |                                            |                     |
| Su | 15                      |                                                          | 15         | 11                      |     | 12                    |                                             |                |                                            |                         |                                            |                     |
| Mo | 16                      | Parks & Rec 4:30p                                        | 16         | 12                      |     | 13                    |                                             |                |                                            |                         |                                            |                     |
| Tu | 17                      | Personnel 8:30a                                          | 17         | 13                      |     | 14                    | Water & Sewer 8:30a                         |                |                                            |                         |                                            |                     |
| We | 18                      |                                                          | 18         | 14                      |     | 15                    | Parks & Rec 4:30p                           |                |                                            |                         | Streets & Drainage 4:30p                   |                     |
| Th | 19                      |                                                          | 19         | 15                      |     | 16                    |                                             |                |                                            |                         | Finance & Claims 8:30a                     | Parks & Rec 4:30p   |
| Fr | 20                      | Streets & Drainage 4:30p                                 | 20         | 16                      |     | 17                    |                                             |                |                                            |                         |                                            |                     |
| Sa | 21                      |                                                          | 21         | 17                      |     | 18                    |                                             |                |                                            |                         |                                            |                     |
| Su | 22                      |                                                          | 22         | 18                      |     | 19                    |                                             |                |                                            |                         |                                            |                     |
| Mo | 23                      |                                                          | 23         | 19                      |     | 20                    |                                             |                |                                            |                         |                                            |                     |
| Tu | 24                      | Personnel 4:45p                                          | 24         | 20                      |     | 21                    | Streets & Drainage 4:30p Industrial Park Sp |                |                                            |                         | No Meetings                                | No Meetings         |
| We | 25                      | Finance & Claims 8:30a                                   | 25         | 21                      |     | 22                    | Finance & Claims 8:30a                      |                |                                            |                         | No Meetings                                | No Meetings         |
| Th | 26                      | Fire, Lighting & Building 3:30p Streets & Drainage 4:30p | 26         | 22                      |     | 23                    |                                             |                |                                            |                         | No Meetings                                | Christmas Eve Day   |
| Fr | 27                      |                                                          | 27         | 23                      |     | 24                    | Fire, Lighting & Building 3p                |                |                                            |                         | Thanksgiving                               | Christmas Day       |
| Sa | 28                      |                                                          | 28         | 24                      |     | 25                    |                                             |                |                                            |                         | City Hall Closed                           |                     |
| Su | 29                      |                                                          | 29         | 25                      |     | 26                    |                                             |                |                                            |                         |                                            |                     |
| Mo | 30                      | License & Police 4:30p                                   | 30         | 26                      |     | 27                    |                                             |                |                                            |                         |                                            |                     |
| Tu | 31                      |                                                          | 31         | 27                      |     | 28                    |                                             |                |                                            |                         |                                            |                     |
| We |                         |                                                          |            | 28                      |     | 29                    |                                             |                |                                            |                         |                                            |                     |
| Th |                         |                                                          |            | 29                      |     | 30                    |                                             |                |                                            |                         |                                            |                     |
| Fr |                         |                                                          |            | 30                      |     | 31                    |                                             |                |                                            |                         |                                            |                     |
| Sa |                         |                                                          |            | 31                      |     |                       |                                             |                |                                            |                         |                                            |                     |
| Su |                         |                                                          |            |                         |     |                       |                                             |                |                                            |                         |                                            |                     |

Council Meetings A.M. Meetings P.M. Meetings No Meetings Holiday/Staff Limited



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

## City of Peshtigo Fire Dept

04/17/2026

## City of Peshtigo Firefighters/EMS

Charles Gardon  
Joel Ahrens  
Duane Neuzil  
Nicole Kempka  
Eian Ehlert  
Christopher Gardon  
Brandon Lindsey  
Shawn Northrop  
Steve Anderson  
Jacob Drees  
Arkadiusz Bochra  
Grace Koeffler  
Serenity Clausen  
Michael Charlesworth  
Fred Marsh  
Alexis Monnette  
Samantha Nelson  
Alex Ullmer  
Andrea Seefeldt  
Chris Hanus

Chief – Fire Inspector/EMR  
2<sup>nd</sup> Assistant Chief – Fire Insp/EMR  
Firefighter  
Firefighter/EMR- Safety Officer  
Firefighter  
Lieutenant-Firefighter/EMR  
Firefighter/EMR  
Firefighter/EMR  
Lieutenant/Firefighter  
Firefighter  
Firefighter  
Firefighter/EMR/Assist Service Direc  
Firefighter/EMR  
Firefighter  
EMR  
EMR  
EMT  
Firefighter/EMR  
EMR  
Firefighter/EMR



# 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                  | 9                      |
| Alarm, Law Only                | 4                      |
| Animal Problem                 | 7                      |
| Controlled Burn                | 1                      |
| Business Check/Tavern          | 22                     |
| Civil Complaint                | 2                      |
| Code Violation                 | 3                      |
| Child Custody Complaints       | 1                      |
| Disorderly Conduct/Disturbance | 4                      |
| Drugs                          | 4                      |
| Dui, Alcohol or Drugs          | 2                      |
| Domestic Disturbance           | 3                      |
| Emergency Detention            | 1                      |
| Emotion Dist Person            | 7                      |
| Includes Verbal or Physical    | 2                      |
| Foot Patrol                    | 2                      |
| Fraud/Forgery/Bad Checks       | 3                      |
| Harassment                     | 1                      |
| Intoxicated Person             | 1                      |
| Juvenile Problem               | 11                     |
| Medical Emergency              | 2                      |
| Miscellaneous Cad Call         | 16                     |
| Traffic Accident w/out Injury  | 2                      |
| Loud Music/Noise Complaint     | 4                      |
| Park Check                     | 12                     |
| Parking Problem                | 3                      |
| Patrol Request                 | 27                     |
| Missing Person                 | 1                      |
| Suspicious Person              | 7                      |
| Wanted Person/Warrant Attempt  | 1                      |
| Property Damage, Not Vandalism | 2                      |
| Found Property                 | 1                      |
| Theft                          | 3                      |
| Public Relations               | 7                      |
| Ridealong                      | 2                      |
| Runaway                        | 1                      |
| Sexual Offenses, Rape, Abuse   | 1                      |
| Illness/cop/dispatcher         | 4                      |
| Standby Law                    | 1                      |
| Suspicious Circumstance        | 4                      |
| Threats                        | 3                      |
| Traffic Complaints             | 5                      |
| Trespass                       | 1                      |

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| <b><u>Nature of Incident</u></b> | <b><u>Total Incidents</u></b> |
|----------------------------------|-------------------------------|
| Traffic Stop                     | 41                            |
| criminal mischief                | 1                             |
| Abandoned Vehicle                | 2                             |
| Suspicious Vehicle               | 2                             |
| Welfare Check                    | 10                            |

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Total reported: 274

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**Report Includes:**

All dates between `00:00:00 04/01/26` and `11:59:00 04/30/26`, 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

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## MINUTES

### WATER & SEWER

TUESDAY – MARCH 10, 2026 – 8:30 A.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Acting Chair Daniel Seymour, Fred Meintz, Robert Warren, and Gary Motkowski.

Members excused: Thomas Gryzwa.

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, Public Works Director Matt Decur, and Kevin Wagner-Ruekert & Mielke, Inc.

Acting Chair Daniel Seymour called the meeting to order at 8:30 a.m.

Motion by Seymour and seconded by Warren to approve the agenda. Motion carried 4/0.

#### Minutes:

Motion by Meintz and seconded by Warren to approve the minutes of February 12, 2026.

Motion carried 4/0.

#### Water & Sewer disbursements:

The disbursements for Water & Sewer were reviewed.

#### Communications: None

#### 2025 Consumer Confidence Report (CCR):

The 2025 Consumer Confidence Report (CCR) was reviewed and discussed (see attached).

Motion by Seymour and seconded by Warren to accept the 2025 Consumer Confidence Report (CCR). Motion carried 4/0.

#### Report from Ruekert & Mielke:

Kevin Wagner of Ruekert & Mielke, Inc. reported the Common Council approved the increase of 13% to the sewer rates effective for the 2nd Quarter of 2026, so the low interest loan application has been submitted to the WI DNR. Construction plans are completed, and bidding is anticipated in the fall of 2026 with construction to begin late 2026 or early 2027. The projected cost for the project is \$2,389,930.

#### Utility Report by Public Works (see attached):

##### Water Utility

- East Front St. watermain break.
- Meter Replacements.
- Well 4 backwash valve was replaced.
- Watermain flushing starts in May.
- Service line inventory and lead/comer sampling.

Wastewater Treatment Plant & Sewer Utility

- Main Lift Station drive shaft repairs were done.
- Aeration blower's couplings and alignment of motors was done.
- Main Lift Station pump rotation.
- SCADA lift station display and control screen installed.
- Submitted Advanced Operator Certification Application for Vorpahl.

Planning and Projects

- WWTP Facility Plan.
- WWTP clarifier design and Clean Water Fund application.
- Financial Management Plan, CIP, and budget.
- Crossing Point Development Concept Plan.

Other matters:Set future meeting(s):

The next Water & Sewer meeting was scheduled for Tuesday, April 14, 2026 at 8:30 a.m.

Motion by Motkowski and seconded by Meintz to adjourn at 8:43 a.m. Motion carried 4/0.

Tammy Kasal  
Clerk-Treasurer

# **2025 Consumer Confidence Report Data**

## **PESHTIGO WATERWORKS, PWS ID: 43804420**

Este informe contiene información importante acerca de su agua potable. Haga que alguien lo traduzca para usted, o hable con alguien que lo entienda.

Dlaim ntawv tshaabzu nuav muaj lug tseemceeb heev nyob rua huv kws has txug cov dlej mej haus. Kuas ib tug paab txhais rua koj, los nrug ib tug kws paub lug thaam.

### **Water System Information**

If you would like to know more about the information contained in this report, please contact City of Peshtigo Public Works Director Matt Decur at [mattd@ci.peshtigo.wi.gov](mailto:mattd@ci.peshtigo.wi.gov) or (715) 504-0894.

### **Opportunity for input on decisions affecting your water quality**

The Peshtigo Water & Sewer Committee meets the second Tuesday of each month at 8:30 a.m. at Peshtigo City Hall, 331 French Street, Peshtigo, Wisconsin. The Peshtigo City Council meets the first Tuesday of each month at 6:00 p.m. at Peshtigo City Hall, 331 French Street, Peshtigo, Wisconsin. A notice of any meetings is posted at City Hall and on the City of Peshtigo website.

### **Health Information**

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's safe drinking water hotline (800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune systems disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbial contaminants are available from the Environmental Protection Agency's safe drinking water hotline (800-426-4791).

## Source(s) of Water

| Source ID | Source      | Depth (in feet) | Status |
|-----------|-------------|-----------------|--------|
| 2         | Groundwater | 695             | Active |
| 3         | Groundwater | 650             | Active |
| 4         | Groundwater | 720             | Active |

To obtain a summary of the source water assessment please contact, City of Peshtigo Public Works Director Matt Decur at [mattd@ci.peshtigo.wi.gov](mailto:mattd@ci.peshtigo.wi.gov) or (715) 504-0894.

## Educational Information

The sources of drinking water, both tap water and bottled water, include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

- Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.
- Inorganic contaminants, such as salts and metals, which can be naturally- occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff and residential uses.
- Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff and septic systems.
- Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water, which shall provide the same protection for public health.

## Definitions

| Term               | Definition                                                                                                                                                                                                                                                                                                                                                         |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| AL                 | Action Level: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.                                                                                                                                                                                                                    |
| HA and HAL         | HA: Health Advisory. An estimate of acceptable drinking water levels for a chemical substance based on health effects information. HAL: Health Advisory Level is a concentration of a contaminant which, if exceeded, poses a health risk and may require a system to post a public notice. Health Advisories are determined by US EPA.                            |
| HI                 | HI: Hazard Index: A Hazard Index is used to assess the potential health impacts associated with mixtures of contaminants. Hazard Index guidance for a class of contaminants or mixture of contaminants may be determined by the US EPA or Wisconsin Department of Health Services. If a Health Index is exceeded a system may be required to post a public notice. |
| Level 1 Assessment | A Level 1 assessment is a study of the water system to identify potential problems and determine, if possible, why total coliform bacteria have been found in our water system.                                                                                                                                                                                    |
| Level 2 Assessment | A Level 2 assessment is a very detailed study of the water system to identify potential problems and determine, if possible, why an E. coli MCL violation has occurred or why total coliform bacteria have been found in our water system, or both, on multiple occasions.                                                                                         |
| MCL                | Maximum Contaminant Level: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.                                                                                                                                                                     |
| MCLG               | Maximum Contaminant Level Goal: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.                                                                                                                                                                                         |
| MRDL               | Maximum residual disinfectant level: The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.                                                                                                                                               |
| MRDLG              | Maximum residual disinfectant level goal: The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.                                                                                                                   |
| mrem/year          | millirems per year (a measure of radiation absorbed by the body)                                                                                                                                                                                                                                                                                                   |
| pCi/l              | picocuries per liter (a measure of radioactivity)                                                                                                                                                                                                                                                                                                                  |
| ppm                | parts per million, or milligrams per liter (mg/l)                                                                                                                                                                                                                                                                                                                  |
| ppb                | parts per billion, or micrograms per liter (ug/l)                                                                                                                                                                                                                                                                                                                  |

| Term  | Definition                                                                                                                                                                                                                                                          |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ppt   | parts per trillion, or nanograms per liter                                                                                                                                                                                                                          |
| ppq   | parts per quadrillion, or picograms per liter                                                                                                                                                                                                                       |
| PHGS  | PHGS: Public Health Groundwater Standards are found in NR 140 Groundwater Quality. The concentration of a contaminant which, if exceeded, poses a health risk and may require a system to post a public notice.                                                     |
| RPHGS | RPHGS: Recommended Public Health Groundwater Standards: Groundwater standards proposed by the Wisconsin Department of Health Services. The concentration of a contaminant which, if exceeded, poses a health risk and may require a system to post a public notice. |
| SMCL  | Secondary drinking water standards or Secondary Maximum Contaminant Levels for contaminants that affect taste, odor, or appearance of the drinking water. The SMCLs do not represent health standards.                                                              |
| TT    | Treatment Technique: A required process intended to reduce the level of a contaminant in drinking water.                                                                                                                                                            |

## Detected Contaminants

Your water was tested for many contaminants last year. We are allowed to monitor for some contaminants less frequently than once a year. The following tables list only those contaminants which were detected in your water. If a contaminant was detected last year, it will appear in the following tables without a sample date. If the contaminant was not monitored last year, but was detected within the last 5 years, it will appear in the tables below along with the sample date.

### Disinfection Byproducts

| Contaminant (units) | Site  | MCL | MCLG | Level Found | Range | Violation | Typical Source of Contaminant             |
|---------------------|-------|-----|------|-------------|-------|-----------|-------------------------------------------|
| HAA5 (ppb)          | TTHM3 | 60  | 60   | 3           | 3     | No        | By-product of drinking water chlorination |
| TTHM (ppb)          | TTHM3 | 80  | 0    | 5.2         | 5.2   | No        | By-product of drinking water chlorination |

## Inorganic Contaminants

| Contaminant (units) | MCL | MCLG | Level Found | Range         | Sample Date (if prior to 2025) | Violation | Typical Source of Contaminant                                                                                             |
|---------------------|-----|------|-------------|---------------|--------------------------------|-----------|---------------------------------------------------------------------------------------------------------------------------|
| BARIUM (ppm)        | 2   | 2    | 0.046       | 0.019 - 0.046 | 8/2/2023                       | No        | Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits                                |
| FLUORIDE (ppm)      | 4   | 4    | 0.7         | 0.4 - 0.7     | 8/2/2023                       | No        | Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer and aluminum factories |
| SODIUM (ppm)        | n/a | n/a  | 25.00       | 10.00 - 25.00 | 8/2/2023                       | No        | n/a                                                                                                                       |

| Contaminant (units) | Action Level | MCLG | 90th Percentile Level Found | Range           | # of Results                                 | Sample Date (if prior to 2025) | Violation | Typical Source of Contaminant                                                                          |
|---------------------|--------------|------|-----------------------------|-----------------|----------------------------------------------|--------------------------------|-----------|--------------------------------------------------------------------------------------------------------|
| COPPER (ppm)        | AL=1.3       | 1.3  | 0.1000                      | 0.0160 - 0.1800 | 0 of 20 results were above the action level. | 8/30/2023                      | No        | Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives |
| LEAD (ppb)          | AL=15        | 0    | 0.83                        | 0.00 - 32.00    | 1 of 20 results were above the action level. | 8/30/2023                      | No        | Corrosion of household plumbing systems; Erosion of natural deposits                                   |

## PFAS Contaminants with a Recommended Health Advisory Level

Perfluoroalkyl and polyfluoroalkyl substances (PFAS) are a large group of human-made chemicals that have been used in industry and consumer products worldwide since the 1950. The following table list PFAS contaminants which were detected in your water and that have a Recommended Public Health Groundwater Standard (RPHGS) or Health Advisory Level (HAL). There are no violations for detections of contaminants that exceed the RPHGS or HAL. The RPHGS are levels at which concentrations of the contaminant present a health risk and are based on guidance provided by the Wisconsin Department of Health Services.

Note: The recommended health-based levels in the table below were in effect in 2024. These levels were revised by WDHS in 2025. They can be found here <https://www.dhs.wisconsin.gov/water/gws.htm>.

|                                      |                                                                                                                                                                                                                                                                        |                    |              |                                       |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------|---------------------------------------|
| <b>Typical Source of Contaminant</b> | <b>Drinking water is one way that people can be exposed to PFAS. In Wisconsin, two-thirds of people use groundwater as their drinking water source. PFAS can get in groundwater from places that make or use PFAS and release from consumer products in landfills.</b> |                    |              |                                       |
| <b>Contaminant (units)</b>           | <b>RPHGS or HAL (PPT)</b>                                                                                                                                                                                                                                              | <b>Level Found</b> | <b>Range</b> | <b>Sample Date (if prior to 2025)</b> |
| PFHXA (ppt)                          | 150000                                                                                                                                                                                                                                                                 | 0.59               | 0.00 - 0.59  | 5/17/2023                             |

### Radioactive Contaminants

| <b>Contaminant (units)</b>       | <b>MCL</b> | <b>MCLG</b> | <b>Level Found</b> | <b>Range</b> | <b>Violation</b> | <b>Typical Source of Contaminant</b> |
|----------------------------------|------------|-------------|--------------------|--------------|------------------|--------------------------------------|
| GROSS ALPHA, EXCL. R & U (pCi/l) | 15         | 0           | 2.1                | 0.1 - 2.1    | No               | Erosion of natural deposits          |
| RADIUM, (226 + 228) (pCi/l)      | 5          | 0           | 1.4                | 0.8 - 1.4    | No               | Erosion of natural deposits          |
| GROSS ALPHA, INCL. R & U (n/a)   | n/a        | n/a         | 2.1                | 0.1 - 2.1    | No               | Erosion of natural deposits          |
| COMBINED URANIUM (ug/l)          | 30         | 0           | 0.1                | 0.1 - 0.1    | No               | Erosion of natural deposits          |

## Unregulated Contaminants

Unregulated contaminants are those for which EPA has not established drinking water standards. The purpose of unregulated contaminant monitoring is to assist EPA in determining the occurrence of unregulated contaminants in drinking water and whether future regulation is warranted. EPA required us to participate in this monitoring.

Within the last 12 months we conducted Unregulated Contaminant Monitoring in accordance with US EPA rules. We are required to inform you of this sampling. We are only required to include results showing detections within this report; however, if you would like a copy of all results, please contact us at (715) 504-0894.

| Contaminant (units) | MRL | Level Found | Sample Location | Sample Date |
|---------------------|-----|-------------|-----------------|-------------|
| Lithium (ppb)       | 9   | 13          | Well 2          | 02/18/2025  |
| Lithium (ppb)       | 9   | 12          | Well 2          | 08/20/2025  |
| Lithium (ppb)       | 9   | 15          | Well 3          | 02/18/2025  |
| Lithium (ppb)       | 9   | 15          | Well 3          | 08/20/2025  |
| Lithium (ppb)       | 9   | 15          | Well 4          | 02/18/2025  |
| Lithium (ppb)       | 9   | 15          | Well 4          | 08/20/2025  |

## Additional Health Information

**Lead** can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Peshtigo Waterworks is responsible for providing high quality drinking water and removing lead pipes, but cannot control the variety of materials used in plumbing components in your home. You share the responsibility for protecting yourself and your family from the lead in your home plumbing. You can take responsibility by identifying and removing lead materials within your home plumbing and taking steps to reduce your family's risk. Before drinking tap water, flush your pipes for several minutes by running your tap, taking a shower, doing laundry or a load of dishes. You can also use a filter certified by an American National Standards Institute accredited certifier to reduce lead in drinking water. If you are concerned about lead in your water and wish to have your water tested, contact Peshtigo Waterworks (Matt Decur at [mattd@ci.peshtigo.wi.gov](mailto:mattd@ci.peshtigo.wi.gov) or (715) 504-0894). Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available at <http://www.epa.gov/safewater/lead>.

## Additional Information on Service Line Materials

We developed an inventory of service lines connected to our distribution system. The inventory and additional information on the City's work to implement the EPA Lead and Copper Rule can be accessed at <https://ci.peshtigo.wi.us/departments/water-and-sewer/>

**RESOLUTION NO. 2026 - 01**

**A RESOLUTION DESIGNATING OFFICIAL NEWSPAPER**

BE IT RESOLVED that the Peshtigo Times be designated as the official newspaper for the City of Peshtigo for the ensuing year 2024-2025 for the publication of council proceedings and all public notices per Wisconsin State Statutes 985.06(2).

BE IT FURTHER RESOLVED that the Council shall fix the price as not to exceed the legal rate for like work.

Dated this 21<sup>st</sup> Day of April, 2026.

OFFERED BY: Tony O'Neill  
Aldersperson

SECONDED BY: Deborah Sievert  
Aldersperson

Voting: Aye: 6 Nay: 0

APPROVED:

Kati Burman  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk-Treasurer

## MINUTES

### WATER & SEWER

TUESDAY – APRIL 14, 2026 – 8:30 A.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Thomas Gryzwa, Fred Meintz, Daniel Seymour, Robert Warren, and Gary Motkowski.

Others Attending: Mayor Katie Berman, Deputy Clerk-Treasurer Kathy Kennedy, Public Works Director Matt Decur, and Kevin Wagner-Ruekert & Mielke, Inc.

Chair Gryzwa called the meeting to order at 8:30 a.m.

Motion by Gryzwa and seconded by Warren to approve the agenda. Motion carried 5/0.

#### Water & Sewer disbursements:

The disbursements for Water & Sewer were reviewed.

#### Communications:

##### Discuss/consider purchase of 2026 Ford F150 truck:

Public Works Director Matt Decur informed the committee that the 2012 Wastewater truck stopped working. The Wastewater plant uses vehicles the least, so the committee discussed and considered the purchase of 2026 F150 truck for Public Works from Ewald Automotive Group. The oldest Public Works truck would then be transferred to the Wastewater Department. Director Decur will confirm the purchase with the other appropriate committees and Council.

##### Report from Ruekert & Mielke:

A. Discuss/consider Clean Water Fund Loan.

The DNR is working to approve the Clean Water Fund Loan. There is no forgiveness, but it is a low interest loan.

B. Discuss/consider R/M Task Order for Clarifier Replacement Project Bidding and Construction Services.

Kevin Wagner-Ruekert & Mielke, Inc. presented a Task Order for the WWTF Secondary Clarifier Collector Replacement for the bidding and construction related services. The Task Order was discussed and considered.

Motion by Meintz and seconded by Motkowski recommending Council approve Ruekert & Mielke, Inc. Task Order No. 2026-4, WWTP Secondary Clarifier Collector Replacements Bidding and Construction Related Services. Motion carried 5/0.

C. Discuss/consider Plans & Specifications for the Clarifier Replacement Project.

Kevin Wagner-Ruekert & Mielke, Inc. presented the plans & specifications for the Clarifier Replacement Project. The WWTF secondary clarifier sludge and scum collector replacement plans and specifications were discussed. More details will be discussed and the next meeting.

Utility Report by Public Works:

Water Utility

- There was a watermain break April 3, 2026 on Thompson Street.
- Well 3 had a generator failure during March 16th storm. New controls have been installed.
- Spring water main flushing begins the night of Thursday, May 7<sup>th</sup>.
- Service Line Inventory and Lead/Copper sampling updates continue.

Wastewater Treatment Plant (WWTP) & Sewer Utility

- The impeller failed on Vacuum Truck; parts are on order.
- The Chicago Lift Station had high flows with April 13 rains that were bypassed with septic trucks.
- At the Main Lift Station, Pump C is in for rebuild.
- Jeff Vorpahl received his Advanced Wastewater Operator Certification on March 16<sup>th</sup>.

Planning and Projects

- Ruekert Mielke WWTP Facility Plan.
- Ruekert Mielke WWTP Clarifier design and Clean Water Fund application.
- Ehlers Financial Management Plan, CIP, and budget.
- Crossing Point Development Concept Plans.

Other matters:

Set future meeting(s):

The next Water & Sewer meeting was scheduled for Tuesday, May 12, 2026 at 8:30 a.m.

Motion by Seymour and seconded by Warren to adjourn at 8:55 a.m. Motion carried 5/0.

Kathy Kennedy  
Deputy Clerk-Treasurer

## TASK ORDER

This is Task Order No. 2026-4,  
consisting of 4 pages  
WWTF Secondary Clarifier Collector  
Replacements Bidding and  
Construction Related Services

In accordance with the Agreement between City of Peshtigo (Owner) and Ruekert & Mielke, Inc. (Engineer) dated July 7, 2022, Owner and Engineer agree as follows:

### 1. Specific Project Data

- A. Title: Wastewater Treatment Facility (WWTF) Secondary Clarifier Collector Replacements- Bidding and Construction Related Services
- B. Description: Perform Bidding and Construction Related Services related to the WWTF Secondary Clarifier Sludge and Scum Collector Replacements.

### 2. Services of Engineer

R/M is proposing the following work tasks to assist the Owner with public bidding and perform construction related services.

- A. Bidding Services- Provide services to assist the Owner to conduct public bidding. Services include:
  - 1. Assemble drawings and Project Manual for public Bidding. Upload to Quest.
  - 2. Answer Bidding questions.
  - 3. Issue Addenda as needed.
  - 4. Attend Bid Opening
  - 5. Review Bids for Accuracy
  - 6. Prepare Letter of Recommendation and Notice of Award
- B. Construction Related Services. – Provide engineering assistance and service related to construction administration and construction observation. Services include:
  - 1. Coordination with Contractor and Owner to review and execute contracts.
  - 2. Coordination with Owner to provide items needed for Clean Water Fund (CWF) Loan closing.
  - 3. Coordinate preconstruction meeting. Schedule meeting, prepare agenda, attend and lead meeting, and issue meeting notes.
  - 4. Respond to RFI's from the contractor.
  - 5. Review shop drawings and product submittals.
  - 6. Review equipment operation and maintenance manuals.
  - 7. Process contractor payment applications. Coordinate with CWF program (assume 6 applications).
  - 8. Review Certified Payroll Reports with contractor Payment Applications.

## TASK ORDER

9. Attend contractor progress meetings (assume 6 meetings).
10. Review, negotiate, and process change orders.
11. Attend and facilitate equipment start-ups.
12. Process American Iron and Steel manufacturing certificates and certified payroll reports from contractor for WDNR CWF program.
13. Develop punch list. Issue Certificate of Substantial Completion.
14. Provide two inspections for punch list completion.
15. Coordinate and review contractor record drawings. Update drawings based on information provided by the contractor. Assemble set of record drawings and provide an electronic copy to the Owner.
16. Process closeout paperwork for WDNR CWF program.
17. Process closeout paperwork for contract with Owner and contractor.
18. Perform periodic on-site construction observation. (assume 10 site visits).
19. Prepare Secondary Clarifier Process O&M manual for Clean Water Fund program. Provide electronic files of manual to Owner.

### 3. Owner's Responsibilities

Provide information needed to close the CWF program loan. Attend meetings with contractor and engineer. Provide access to the site of the WWTF.

### 4. Times for Rendering Services

| <u>Phase</u>                  | <u>Anticipated<br/>Completion Date</u> |
|-------------------------------|----------------------------------------|
| Bidding Services              | 7/30/26                                |
| Construction Related Services | 12/31/27                               |

### 5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

| <u>Category of Services</u>      | <u>Compensation Method</u>          | <u>Estimate of<br/>Compensation for Services</u> |
|----------------------------------|-------------------------------------|--------------------------------------------------|
| Bidding Services                 | Time and Expense<br>(not to exceed) | \$5,200                                          |
| Construction Related<br>Services | Time and Expense                    | \$57,500*                                        |

B. The terms of payment are set forth in the Standard Terms and Conditions.

## TASK ORDER

C. Please note: costs for construction-related services are estimated. Actual costs will be based on the the Contactor's work schedule, work quality, and work progress, and other considerations such as weather.

### **6. Consultants**

None.

### **7. Other Modifications to Standard Terms and Conditions**

None.

### **8. Attachments**

None

### **9. Documents Incorporated by Reference**

Ruekert & Mielke, Inc. / Peshtigo Master Agreement

## TASK ORDER

TASK ORDER NO. 2026-4  
Wastewater Treatment Facility (WWTF) Clarifier Collector Replacements  
Between City of Peshtigo  
and  
Ruekert & Mielke, Inc.  
Dated April 13, 2026

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement between Owner and Engineer, dated July 7, 2022, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is April 14, 2026.

**OWNER:**

City of Peshtigo

**ENGINEER:**

Ruekert & Mielke, Inc.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Ryan T. Amtmann, P.E.

Title: \_\_\_\_\_

Title: Vice President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**DESIGNATED REPRESENTATIVE FOR TASK ORDER**

Name: \_\_\_\_\_

Name: Kevin J. Wagner, P.E.

Title: \_\_\_\_\_

Title: Project Manager

Address: \_\_\_\_\_

Address: 1400 Lombardi Avenue, Suite 101S  
Green Bay, WI 54304

Email: \_\_\_\_\_

Email: kwagner@ruekert-mielke.com

Phone: \_\_\_\_\_

Phone: (920) 876-6382

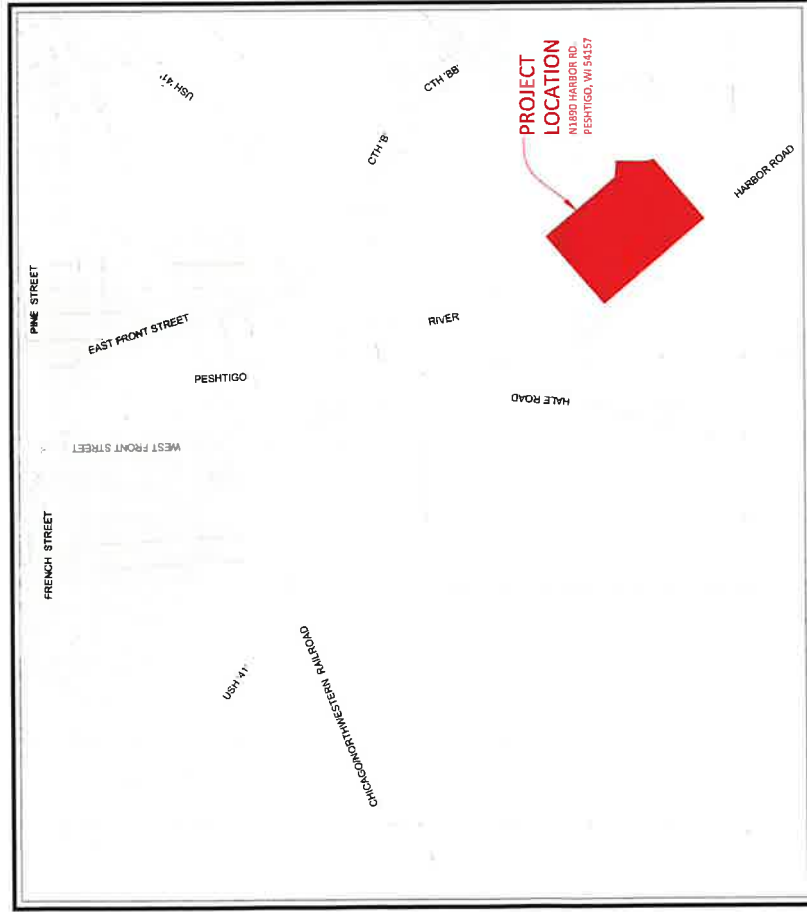


# WWTF SECONDARY CLARIFIER SLUDGE AND SCUM COLLECTOR REPLACEMENT

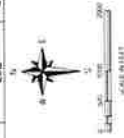
## CITY OF PESHTIGO MARINETTE COUNTY, WISCONSIN

### SHEET INDEX

| DRAWING NO. | SHEET NUMBER | DESCRIPTION                    |
|-------------|--------------|--------------------------------|
| 1           | G001         | COVER SHEET                    |
| 2           | G002         | ABBREVIATIONS                  |
| 3           | G003         | LEGEND, SYMBOLS, AND MATERIALS |
| 4           | G010         | WWTF SITE PLAN                 |
| 5           | D101         | CLARIFIER DEMOLITION PLAN      |
| 6           | D102         | CLARIFIER MECHANICAL SECTIONS  |
| 7           | M101         | CLARIFIER DEMOLITION SECTION   |
| 8           | E101         | CLARIFIER ELECTRICAL PLAN      |
| 9           | E102         | MOTOR CONTROL CENTER DETAILS   |
| 10          | E103         | WIRING DIAGRAM AND SCHEDULES   |
| 11          |              |                                |



| TOWN | RANGE | SECTION (S) |
|------|-------|-------------|
| 30N  | 23E   | 32 NW & SW  |



ORIGINAL PLAN SET  
IS IN COLOR

1" = 100'  
IF THIS DRAWING IS NOT A REPRODUCTION OF THE ORIGINAL, IT IS NOT VALID FOR CONSTRUCTION.



## ELECTRICAL

COLD WATER PIPING  
HOT WATER PIPING  
HWR  
HWTR  
TEMPERATE WATER PIPING  
TW  
NON-POTABLE WATER PIPING  
NP  
SANITARY SEWER (WASTE PIPING)  
VENT PIPING (ABOVE GRADE)  
VENT PIPING (BELOW GRADE)

DRAIN

TEE (BRANCH UP) SIDE

TEE (BRANCH DOWN)

RISER UP

RISER DOWN

FLOOR DRAIN

FLOOR CLEANOUT

UNION

CAP

FLOW DIRECTION

REDUCER

HOSE BIBB / WALL HYDRANT

FI OR RIN.

|                                                                                   |                                    |
|-----------------------------------------------------------------------------------|------------------------------------|
|  | SITE OR HUB DRAIN                  |
|  | BALL VALVE                         |
|  | CHECK VALVE                        |
|  | GLOBE VALVE                        |
|  | BUTTERFLY VALVE                    |
|  | GATE VALVE                         |
|  | STRAINER                           |
|  | PRESSURE GAUGE                     |
|  | SOLENOID VALVE                     |
|  | FIXTURE UNITS - DRAINAGE OR SUPPLY |
|  | NATURAL GAS                        |

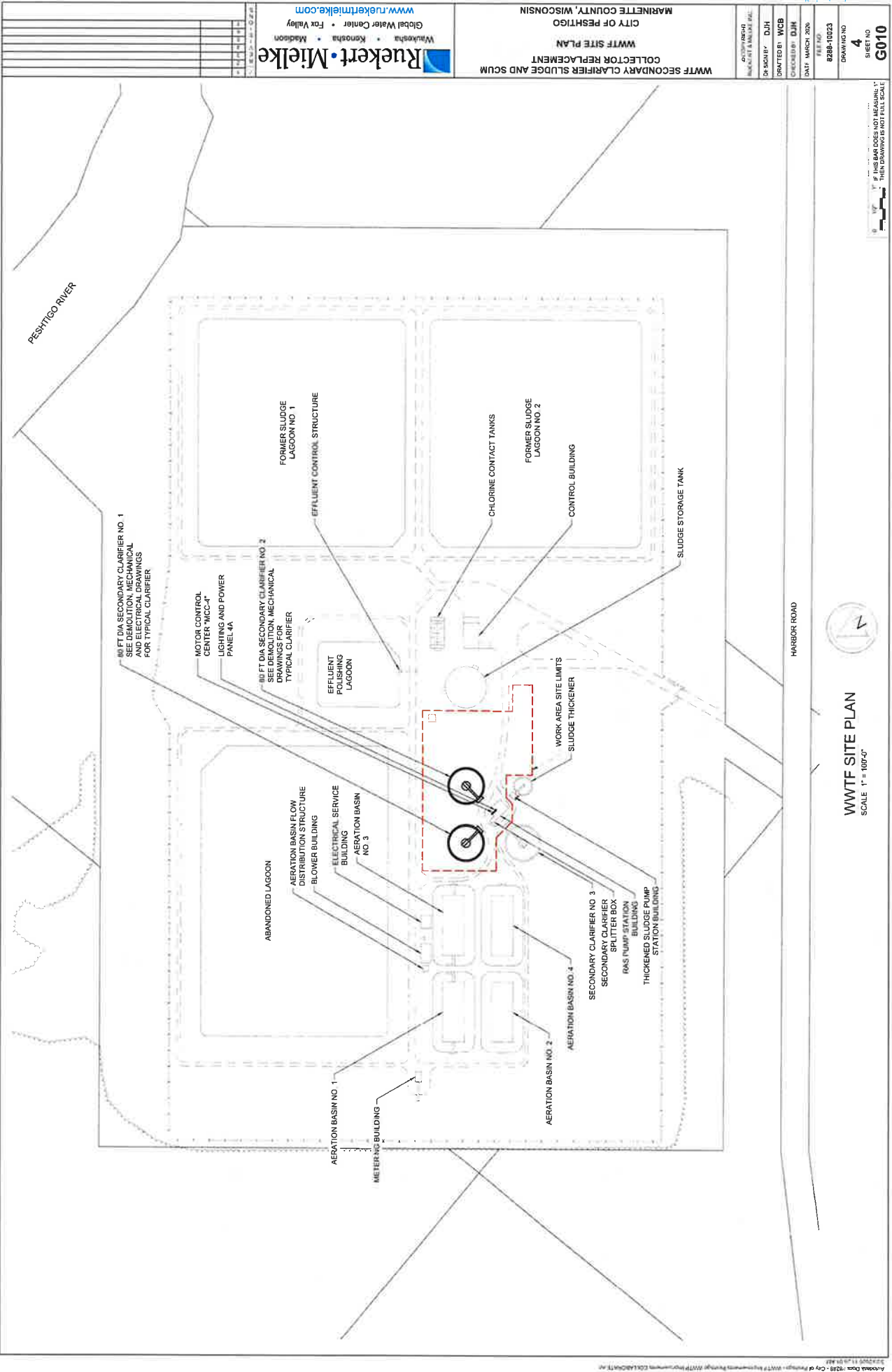
**HVAC**

- SUPPLY AIR DUCT SECTION  
(DOWN OR AWAY)
- SUPPLY AIR DUCT SECTION  
(UP OR TOWARD)
- RETURN AIR DUCT SECTION  
(DOWN OR AWAY)
- RETURN AIR DUCT SECTION  
(UP OR TOWARD)
- DUCT SIZE (1ST FIGURE=WIDTH  
AND FIGURE=DEPTH)

|                                                                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                     |                                                                                     |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| MANUAL VOLUME DAMPER                                                                | MOTORIZED DAMPER                                                                    | BACK DRAFT DAMPER                                                                   | TURNING VANES                                                                       | SUPPLY GRILLE                                                                       | EXHAUST RETURN/TRANSFER GRILLE                                                      | INDICATES ROUND                                                                     | AIR FLOW DIRECTION                                                                  | HUMIDISTAT                                                                          |
|  |  |  |  |  |  |  |  |  |

|                                                                                     |                                                         |
|-------------------------------------------------------------------------------------|---------------------------------------------------------|
|    | SURFACE OR STEM MOUNT FLUORESCENT FIXTURE               |
|    | WALL MOUNT FLUORESCENT FIXTURE                          |
|    | WALL MOUNT LIGHT FIXTURE                                |
|    | RECESSED MOUNT LIGHT FIXTURE                            |
|    | SWITCH WITH OUTLET                                      |
|    | SINGLE POLE SWITCH                                      |
|    | 2-WAY SWITCH                                            |
|    | 3-WAY SWITCH                                            |
|    | SWITCHED CIRCUIT                                        |
|    | DUPLEX GROUNDED RECEPTACLE                              |
|    | 1R A F F (UNLESS OTHERWISE NOTED)                       |
|    | DUPLEX GROUNDED RECEPTACLE                              |
|    | 4R A F F (UNLESS OTHERWISE NOTED)                       |
|    | MOTOR (SEE SCHEDULE)                                    |
|    | JUNCTION BOX                                            |
|    | COOLING THERMOSTAT                                      |
|    | THERMOSTAT                                              |
|    | RE-SUBSTITUTION STATION IN NEMA 4X ENCLOSURE            |
|   | DISCONNECT SWITCH                                       |
|  | COMBINATION MOTOR STARTER                               |
|  | SURFACE WALL MOUNT                                      |
|  | PHOTOCONTROL FOR SWITCHING OF SITE & PERIMETER LIGHTING |
|  | SPEED CONTROL SWITCH                                    |
|  | MOTORIZED VALVE ACTUATOR                                |
|  | MOTORIZED DAMPER OPERATOR                               |
|  | PILOT LIGHT, LETTER INDICATES COLOR                     |
|  | WIRING TO BE PERFORMED IN THE FIELD BY CONTRACTOR       |
|  | ADDITION                                                |
|  | LIMIT SWITCH                                            |
|  | FLOAT SWITCH                                            |
|  | PRESSURE SWITCH                                         |
|  | RELAY CONTACT - NORMALLY CLOSED                         |
|  | RELAY CONTACT - NORMALLY OPEN                           |
|  | TIME DELAYED CONTACT                                    |
|  | SELECTOR SWITCH                                         |
|  | THERMOSTAT                                              |
|  | CONTROL DEVICE - REFER TO SCHEDULES                     |
|  | TRANSFORMER                                             |
|  | THERMAL OVERLOAD                                        |
|  | CONTROL RELAY                                           |
|  | TIME DELAY RELAY                                        |
|  | FUSE & FUSEBLOCK                                        |
|  | GROUND                                                  |
|  | CIRCUIT BREAKER                                         |
|  | TERMINAL BLOCK                                          |

[illegible]



WWTF SITE PLAN  
SCALE 1" = 100'-0"



THIS DRAWING IS THE PROPERTY OF RUEKERT MIELKE, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF RUEKERT MIELKE, INC.

SHEET NO  
G010

4

DRAWING NO  
8286-1023

FILE NO  
8286-1023

DATE  
11 MARCH 2003

CHECKED BY  
WCB

DRAWN BY  
DJH

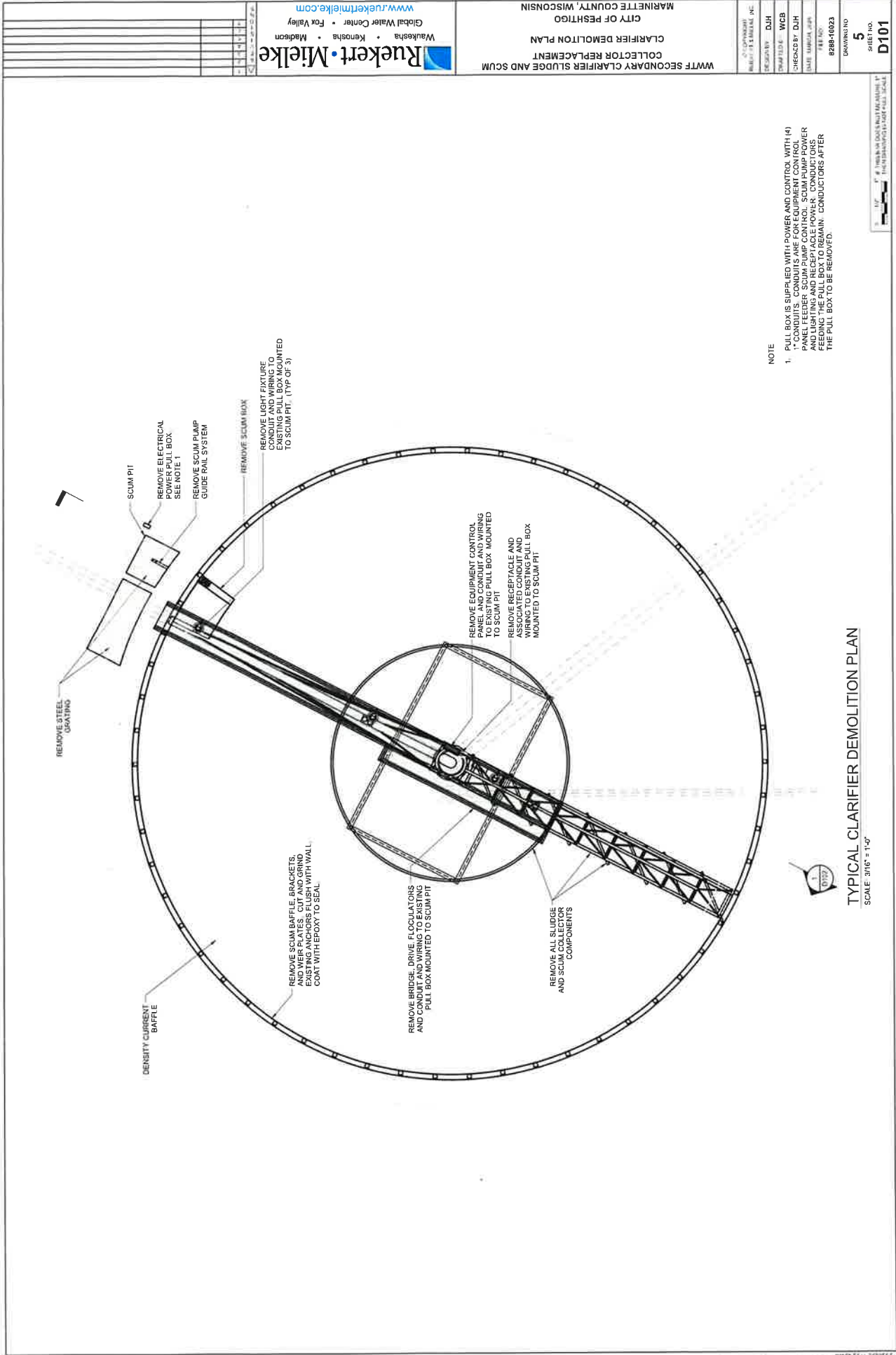
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DJH

PROJECT NO  
8286-1023

PROJECT NAME  
WWTF SECONDARY CLARIFIER REPLACEMENT

WWTF SECONDARY CLARIFIER REPLACEMENT AND SCUM COLLECTOR REPLACEMENT  
WWTF SITE PLAN  
CITY OF PESHIGO  
MARINETTE COUNTY, WISCONSIN

Ruekert • Mielke  
Global Water Center • Fox Valley  
Waukegan • Kenosha • Madison  
www.ruekertmielke.com



TYPICAL CLARIFIER DEMOLITION PLAN

SCALE 3/16" = 1'-0"

NOTE

1. PULL BOX IS SUPPLIED WITH POWER AND CONTROL WITH (4) 1" CONDUITS. CONDUITS ARE FOR EQUIPMENT CONTROL PANEL FEEDER, SCUM PUMP CONTROL, SCUM PUMP POWER FEEDER, AND SCUM PUMP POWER FEEDER. THE PULL BOX TO BE REMOVED AFTER THE PULL BOX TO BE REMOVED.

DRAWING NO. 5  
SHEET NO. D101



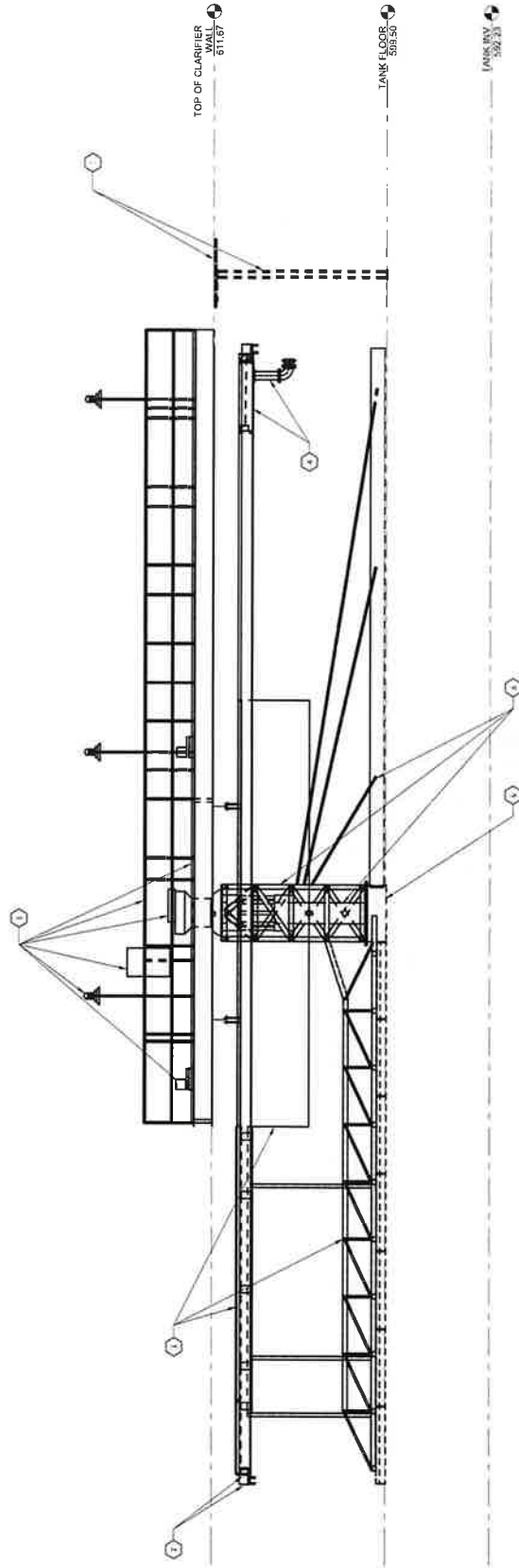
WWTF SECONDARY CLARIFIER SLUDGE AND SCUM  
COLLECTOR REPLACEMENT  
CLARIFIER DEMOLITION PLAN  
CITY OF PESHTIGO  
MARINETTE COUNTY, WISCONSIN

**Ruekert • Mielke**  
Waukegan • Kenosha • Madison  
Global Water Center • Fox Valley  
www.ruekertmielke.com

DATE: 08/11/2011  
DRAWN BY: DJH  
CHECKED BY: WCB  
PROJECT NO.: 8288-10023

WORK ITEMS

1. REMOVE BRIDGE, DRIVE, HANDRAIL, CONTROL PANEL, LIGHT FIXTURES, FLOCCULATORS, AND CONDUIT AND WIRING.
2. REMOVE SCUM BAFFLE, SUPPORT BRACKETS AND WEIRS.
3. REMOVE SCUM SKIMMER, TRUSS FRAME AND FLOCCULATION WELL.
4. REMOVE SCUM BOX AND PIPING.
5. REMOVE SUCTION HEADER, MANIFOLD, TORQUE CAGE, AND CENTER PIER.
6. CUT ANCHOR BOLTS FOR CENTER PIER AND GRIND FLUSH. COAT WITH EPOXY.
7. REMOVE GRATING AND GUIDE RAIL SYSTEM.

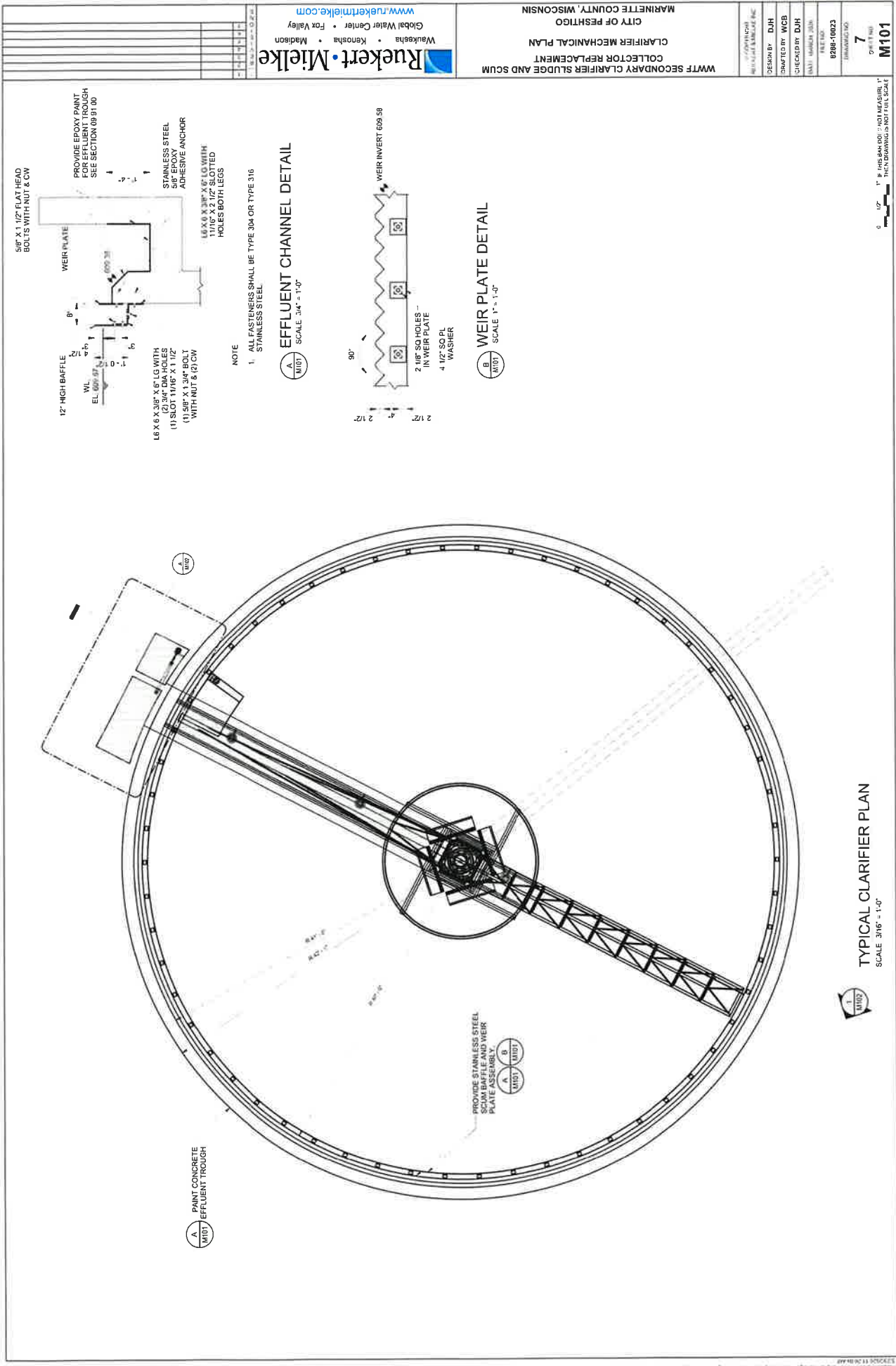


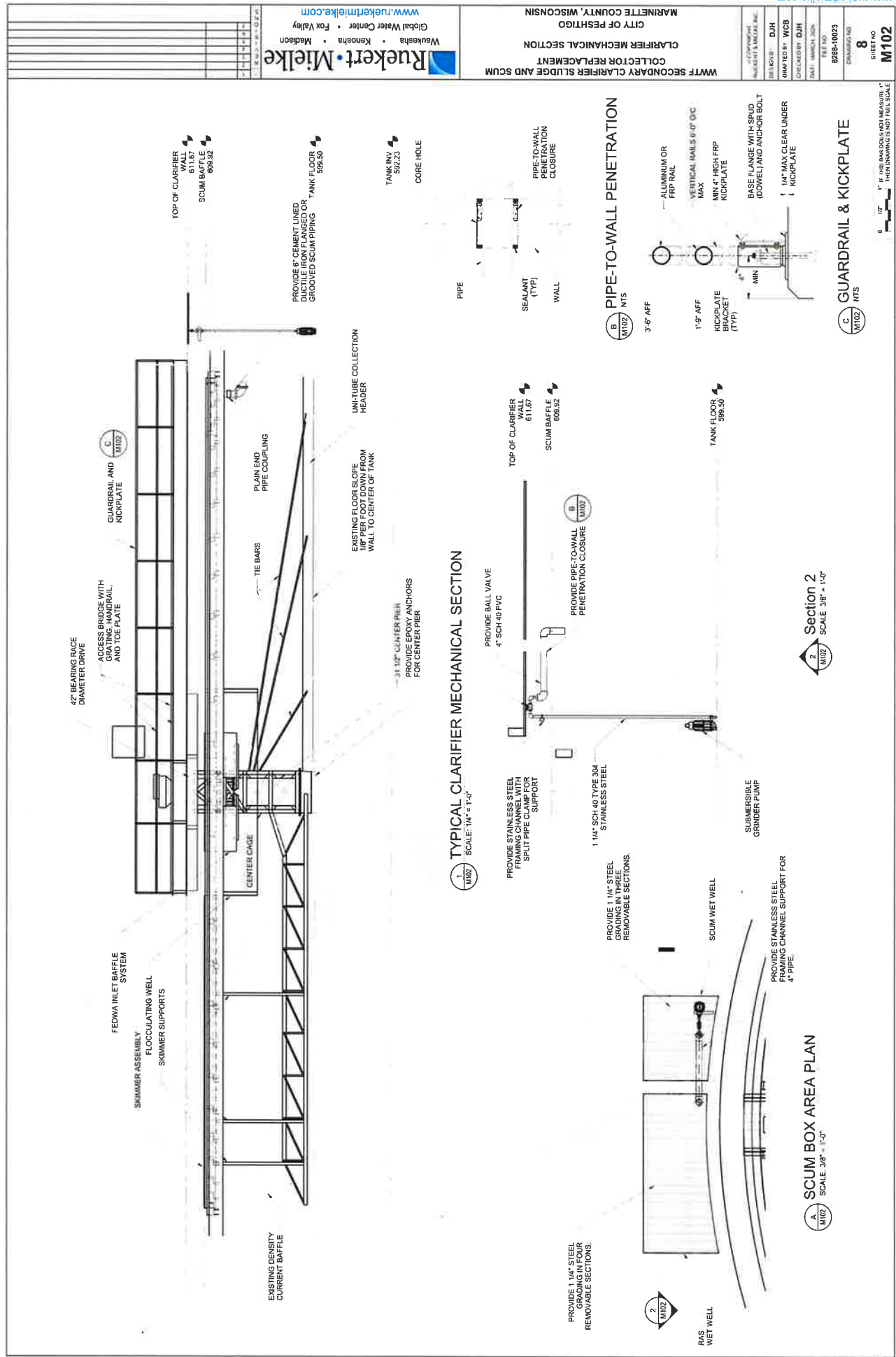
1 CLARIFIER DEMOLITION SECTION 1  
SCALE: 1/4" = 1'-0"

|             |            |
|-------------|------------|
| DESIGNED BY | WCB        |
| DRAWN BY    | DJM        |
| CHECKED BY  | DJM        |
| DATE        | 11/15/2011 |
| PROJECT NO. | 8285-1023  |
| SHEET NO.   | 6          |
| SHEET TOTAL | D102       |

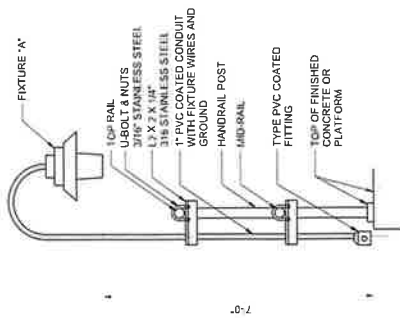
WWTF SECONDARY CLARIFIER SLUDGE AND SCUM  
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| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 | 100 |
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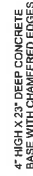


SCALE 3/16" = 1'-0"



**A** TYPE "A" LIGHTING FIXTURE

- | NOTES                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------|
| 1. REUSE EXISTING CONDUCTORS FEEDING PULL BOX FROM MCC-4 CONNECTION. EXTEND CONDUCTORS AS NEEDED WITH SP-4C CONNECTION.                  |
| 2. PROVIDE NEMA 4X STAINLESS STEEL EQUIPMENT CONTROL BOX TO EQUIPMENT CONTROL PANEL FOR POWER WIRING.                                    |
| 3. ROUTE AND SUPPORT CONDUIT FROM BRIDGE BEAM TO EQUIPMENT CONTROL PANEL FOR POWER DRIVE AND TORQUE SWITCHES TO EQUIPMENT CONTROL PANEL. |
| 4. ROUTE CONDUIT BELOW BRIDGE.                                                                                                           |
| 5. PROVIDE CONDUIT AND WIRE FROM EXISTING PULL BOX TO COMBINATION MOTOR STARTER.                                                         |



## MCC 4 ONE-LINE DIAGRAM



# Memo

**To:** Water & Sewer Committee  
**From:** Matt Decur, Public Works Director  
**Date:** April 14, 2026  
**Re:** April 2026 Utility Report

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## Water Utility

- Watermain Break – Thompson Street – April 3, 2026
- Well 3 – Generator failure during March 16<sup>th</sup> storm – new controls installed
- Spring watermain flushing begins the night of Thursday, May 7th
- Service Line Inventory and Lead/Copper sampling updates

## Wastewater Treatment Plant (WWTP) & Sewer Utility

- Impeller failed on Vacuum Truck; parts on order
- Chicago Lift Station – high flows with April 13 rains - bypassed with septic trucks
- Main Lift Station – Pump C is in for rebuild
- Jeff Vorpahl received Advanced Wastewater Operator Certification on March 16th

## Planning and Projects

- Ruekert Mielke WWTP Facility Plan
- Ruekert Mielke WWTP Clarifier design and Clean Water Fund application
- Ehlers Financial Management Plan, CIP, and budget
- Crossing Point Development Concept Plans

## MINUTES

### PERSONNEL

MONDAY – APRIL 27, 2026 – 8:00 A.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Brigitte Schmidt, Robert Warren, and Tony O'Neill.

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, and Attorney David Spangenberg.

Chair Schmidt called the meeting to order at 8:05 a.m.

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

#### Meeting Minutes:

Motion by Warren and seconded by Schmidt to approve the March 17 & 30, 2026 meeting minutes. Motion carried 3/0.

#### Closed Session:

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

WI S.S. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- Police Chief Vacancy.

Motion carried 3/0.

CLOSED SESSION 8:07 a.m. – 9:04 a.m.

Motion by Schmidt and seconded by Warren to move into Open Session. Motion carried 3/0.

No action taken as a result of Closed Session.

Other Matters: None

#### Set future meeting(s):

The next Personnel meeting was scheduled for Thursday, May 14, 2026 at 8:00 a.m.

Motion by Schmidt and seconded by Warren to adjourn at 9:06 a.m. Motion carried 3/0.

Tammy Kasal  
Clerk-Treasurer

## MINUTES

ETHICS BOARD MEETING - Annual Meeting  
TUESDAY – APRIL 28, 2026 – 5:00 P.M.  
COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Charles Gardon, Robert Warren, Mary Seidl, Thomas Gryzwa, Chelly Winkler, and Sheryl Fugere.

Members excused: Angel Wink

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, Attorney David Spangenberg, Interim Police Chief Derek Koronkiewicz and Public Works Director Matt Decur.

Immediately prior to the meeting, all members present took the oath of office and signed the required document.

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

Motion by Gryzwa and seconded by Warren to approve the agenda.  
Motion carried 6/0.

### Minutes:

Motion by Warren and seconded by Seidl to approve the minutes of May 5, 2025.  
Motion carried 6/0.

### Board Reorganization:

Warren nominated Charles Gardon for Chairperson.

Gardon called three times for any more Chairperson nominations. No others were made.

Motion by Warren and seconded by Seidl to appoint Gardon as Chairperson.  
Motion carried 5/0. Gardon abstained.

Gryzwa was nominated for Vice-Chairperson and declined.

Warren nominated Chelly Winkler for Vice-Chairperson.

Gardon called three times for any more Vice-Chairperson nominations. No others were made.

Motion by Warren and seconded by Gryzwa to appoint Cheryl Winkler as Vice-Chairperson.  
Motion carried 6/0.

### Committee structure, procedures and responsibilities:

City Attorney David Spangenberg reviewed the Ethics Board structure, procedures, and responsibilities as provided by ordinance and policy.

Discussion was held regarding Ethics Board Ordinance Sec. 2-261, the City Ethics Ordinance under Article VIII, and the City of Peshtigo Code of Conduct Manual for appointed citizen members of boards, commissions, and committees.

The Board reviewed general standards of conduct, including acting with integrity, serving the public interest, following applicable laws and City policies, maintaining confidentiality when required, avoiding conflicts of interest, and respecting the role and authority of the Board.

The Board also reviewed the general purpose and responsibility of the Ethics Board, including its role in providing guidance, reviewing matters that may come before the Board, and understanding the process for complaints, advisory opinions, enforcement, and related procedures.

Other matters: None

Adjournment:

Motion by Gryzwa and seconded by Winkler to adjourn at 5:11 p.m.

Motion carried 6/0.

Tammy Kasal

Clerk-Treasurer

Sec. 2-261. - Ethics board.

- (a) *Composition.* There is created an Ethics Board to consist of seven members. The membership of the Ethics Board shall consist of five citizens, one Alderperson and one other City officer or employee. The City Attorney shall furnish the Board whatever legal assistance is necessary to carry out its functions.
- (b) *Appointment.* The members of the Ethics Board shall be appointed by the Mayor, subject to confirmation by the Common Council. Terms of office shall be three years.
- (c) *Officers.* The Ethics Board shall elect its own chairman and vice-chairman and shall develop written rules of procedure that shall be submitted to the Common Council for approval.
- (d) *Code recommendations.* The Ethics Board may make recommendations with respect to amendments to the City Code of ethics.
- (e) *Complaints.* Upon the sworn complaint of any person alleging facts, which if true, would constitute improper conduct under the provisions of the City Ethics Code, the Board shall conduct a hearing in accordance with common law requirements of due process and, in written findings of fact and conclusions based thereof, make a determination concerning the propriety of the conduct of the subject official or employee and, if appropriate, refer the matter to the Common Council or other proper City authority.

(Code 1991, § 2-4-6)

## ARTICLE VIII. - ETHICS

### Sec. 2-357. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Anything of value* means any gift, favor, loan, service or promise of future employment, but does not include reasonable fees and honorariums, or the exchange of seasonal, anniversary or customary gifts among relatives and friends.

*Business* means any corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual or any other legal entity that engages in profit-making activities.

*Financial interest* means any interest that shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.

*Personal interest* means the following specific blood or marriage relationships:

- (1) A person's spouse, mother, father, child, brother or sister; or
- (2) A person's relative by blood or marriage who receives, directly or indirectly, more than one-half support from such person or from whom such person receives, directly or indirectly, more than one-half of his support.

*Public employee* means any person excluded from the definition of a public official who is employed by the City.

*Public official* means those persons serving in statutory elected or appointed offices provided for in Wis. Stats. ch. 62, and all members appointed to boards, committees and commissions established or appointed by the Mayor and/or Common Council pursuant to this Code, whether paid or unpaid.

*Significant interest* means owning or controlling, directly or indirectly, at least ten percent or \$5,000.00 of the outstanding stock of at least ten percent or \$5,000.00 of any business.

(Code 1991, § 2-5-2)

### Sec. 2-358. - Statement of purpose.

- (a) *Goals.* The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In

recognition of these goals, there is hereby established in this chapter a code of ethics for all City officials and employees, whether elected or appointed, paid or unpaid, including members of boards, committees and commissions of the City, as well as any individuals who are candidates for elective office as soon as such individuals file nomination papers with the City.

- (b) *Purpose.* The purpose of this ethics code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the City and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the City. The Common Council believes that a code of ethics for the guidance of elected and appointed officials and employees will help them avoid conflicts between their personal interests and their public responsibilities, will improve standards of public service and will promote and strengthen the faith and confidence of the citizens of this City in their elected and appointed officials and employees. The Common Council hereby reaffirms that each elected and appointed City official and employee holds his position as a public trust, and any intentional effort to realize substantial personal gain through official conduct is a violation of that trust. The provisions and purpose of this Ethics Code and such rules and regulations as may be established are hereby declared to be in the best interests of the City.

(Code 1991, § 2-5-1)

#### Sec. 2-359. - Statutory standards of conduct.

There are certain provisions of the Wisconsin Statutes which should, while not set forth herein, be considered an integral part of any Code of Ethics. Accordingly, the provisions of the following sections of the Wisconsin Statutes, as from time to time amended, are made a part of this code of ethics and shall apply to public officials and employees whenever applicable, to wit:

Wis. Stats. § 946.10. Bribery of public officers and employees.

Wis. Stats. § 946.11. Special privileges from public utilities.

Wis. Stats. § 946.12. Misconduct in public office.

Wis. Stats. § 946.13. Private interest in public contract prohibited.

(Code 1991, § 2-5-3)

#### Sec. 2-360. - Responsibility of public office.

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this State and carry out impartially the laws of the nation, State and municipality, to observe in their official acts the highest

standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern. Their conduct in both their official and private affairs should be above reproach so as to foster respect for government.

(Code 1991, § 2-5-4)

Sec. 2-361. - Dedicated service.

- (a) *Standards for work and performance.* Officials and employees should adhere to the rules of work and performance established as the standard for their positions by the appropriate authority.
- (b) *Prohibited from exceeding authority, breach of law or confidentiality.* Officials and employees should not exceed their authority or breach the law or ask others to do so, and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work.
- (c) *Follow appropriate code of ethics.* Members of the City staff are expected to follow their appropriate professional code of ethics. Staff members shall file a copy of such professional ethics Codes with the City Clerk-Treasurer. The City Clerk-Treasurer may notify the appropriate professional ethics board of any ethics violations involving City employees covered by such professional standards.

(Code 1991, § 2-5-5)

Sec. 2-362. - Fair and equal treatment.

- (a) *Use of public property.* No official or employee shall use or permit the unauthorized use of City-owned vehicles, equipment, materials or property for personal convenience or profit, except when such services are available to the public generally or are provided as City policy for the use of such official or employee in the conduct of official business, as authorized by the Common Council or authorized board, commission or committee.
- (b) *Use of City stationery.* Copies of any correspondence written on City stationery shall be filed with the City Clerk-Treasurer, or his designee.
- (c) *Obligations to citizens.* No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen. No official or employee shall use or attempt to use his position with the City to secure any advantage, preference or gain, over and above his rightful remuneration and benefits, for himself or for a member of his immediate family.
- (d) *Political contributions.* No official shall personally solicit from any City employee, other than an elected official, a contribution to a political campaign committee for which the person subject to this article is a candidate or treasurer.

Sec. 2-363. - Conflict of interest.

- (a) *Financial and personal interest prohibited.* The following financial and personal interest shall be prohibited:
- (1) No official or employee, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this article or which would tend to impair independence of judgment or action in the performance of official duties.
  - (2) Any member of the Common Council who has a financial interest or personal interest in any proposed legislation before the Common Council shall disclose on the records of the Common Council the nature and extent of such interest; such official shall not participate in debate or vote for adoption or defeat of such legislation. If the matter before the Common Council involves a member's personal interest with persons involved, the member may participate in debate or discussion and vote on the matter following disclosure, unless an ordinance or contract is involved; if an ordinance or contract is involved, such official shall not participate in debate or discussion and vote on the matter.
  - (3) Any non-elected official who has a financial interest or personal interest in any proposed legislative action of the Common Council or any board, commission or committee upon which the official has any influence or input or of which the official is a member that is to make a recommendation or decision upon any item which is the subject of the proposed legislative action shall disclose on the records of the Common Council or the appropriate board, commission or committee the nature and extent of such interest. Such official shall not participate in debate or discussion or vote for adoption or defeat of such legislation.
  - (4) Any City employee who has a financial interest or personal interest in any proposed legislative action of:
    - a. The Common Council; or
    - b. Any board, commission or committee upon which the employee has any influence or input, or of which the employee is a member, that is a make to recommendation or decision upon any item which is the subject of the proposed legislative action, shall disclose on the records of the Common Council or the appropriate board, commission or committee the nature and extent of such interest.
- (b) *Disclosure of confidential information.* No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the City, nor shall such information be used to advance the financial or other private interests of

the official or employee or others.

(c) *Gifts and favors.* The following gifts and favor to an employee or elected official of the City shall be prohibited:

- (1) No official or employee, personally or through a member of his immediate family, may solicit or accept, either directly or indirectly, from any person or organization, money or anything of value if it could be expected to influence the employee's official actions or judgments or be considered a reward for any action or inaction on the part of the official or employee.
- (2) No official or employee personally, or through a member of his immediate family, shall accept any gift of a greater value than \$20.00, whether in the form of money, service, loan, thing or promise, from any person which may tend to impair his independence of judgment or action in the performance of his duties or grant in the discharge of his duties any improper favor, service or thing of value. However, it is not a conflict of interest for any public official or employee to receive a gift or gratuity that is an unsolicited item of nominal intrinsic value of less than \$20.00, such as a meal, and that is not intended to influence the official. Any official or employee who receives, directly or indirectly, any gift having an aggregate value of more than \$50.00 within any calendar year from any person who is known by said official or employee to be interested, directly or indirectly, in any manner whatsoever in business dealings with the City upon which the official or employee has any influence or input or over which the official or employee has any jurisdiction, discretion or control shall disclose the nature and value of such gifts to the Common Council by January 15 next following the year in which the gift are received.
- (3) An official or employee is not to accept hospitality if, after consideration of the surrounding circumstances, it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest, or a member of the guest's immediate family, was a City official or employee. Participation in celebrations, grand openings, open houses, informational meetings and similar events are excluded from this prohibition. This subsection further shall not be construed to prevent candidates for elective office from accepting hospitality from citizens for the purpose of supporting the candidate's campaign.
- (4) Gifts received by an official or employee or his immediate family under unusual circumstances shall be referred to the Common Council within ten days of receipt for recommended disposition. Any person subject to this article who becomes aware that he is or has been offered any gift, the acceptance of which would constitute a violation of this subsection, shall, within ten days, disclose the details surrounding said offer to the Common Council. Failure to comply with this reporting requirement shall constitute an offense under this article.

(d)

*Representing private interests before City agencies or courts.* City officials representing private interests before City agencies or courts, in the following manner, shall be prohibited:

- (1) Non-elected City officials and employees shall not appear on behalf of any private person (other than himself, his spouse or minor children) before any City agency, board, commission or the Common Council if the official or employee or any board, commission or committee of which the official or employee is a member has any jurisdiction, discretion or control over the matter which is the subject of such representation.
- (2) Elected City officials may appear before City agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations. However, the disclosure requirements of Subsection (a) of this section shall be applicable to such appearances.
- (e) *Ad hoc committee exceptions.* No violation of the conflict of interest restrictions of this section shall exist, however, where an individual serves on a special ad hoc committee charged with the narrow responsibility of addressing a specific issue or topic in which that individual, or the employer or a client of that individual, has an interest so long as the individual discloses to the Common Council that such interest exists.
- (f) *Contracts with the City.* No City official or employee who, in his capacity as such officer or employee, participates in the making of a contract in which he has a private pecuniary interest, direct or indirect, or performs in regard to that contract with some function requiring the exercise of discretion on his part shall enter into any contract with the City unless, within the confines of Wis. Stats. § 946.13.
  - (1) The contract is awarded through a process of public notice and competitive bidding or the Common Council waives the requirement of this section after determining that it is in the best interest of the City to do so.
  - (2) The provisions of this subsection shall not apply to the designation of a public depository of public funds.
- (g) *Campaign contributions.* Campaign contributions shall be reported by all candidates for City office in strict conformity with the provisions of the Wisconsin Statutes. Any campaign contribution tendered to or accepted by a candidate subsequent to the final statutory report shall be reported to the Ethics Board.

(Code 1991, § 2-5-7)

#### Sec. 2-364. - Advisory opinions.

When an official or employee has doubt as to the applicability of a provision of this Ethics Code to a particular situation or definition of terms used in this article, he should apply to the Ethics Board for an advisory opinion and will be guided by that opinion when given. The official or employee shall have the

opportunity to present his interpretation of the facts at issue and of the applicability provisions of this article before such advisory decision is made. This article shall be operative in all instances covered by its provisions except when superseded by an applicable statutory provision and statutory action is mandatory, or when the application of a statutory provision is discretionary, but determined by the Ethics Board to be more appropriate or desirable. Advisory requests and opinions shall be kept confidential, except when disclosure is authorized by the requestor, in which case the request and opinion may be made public.

(Code 1991, § 2-5-8)

Sec. 2-365. - Hiring relatives.

- (a) This section governs the proposed hiring of individuals for full-time or part-time work as City employees who are members of the immediate family of City employees or elected officials. The term "immediate family" includes those relatives by blood or marriage defined in Section 2-357 as personal interests.
- (b) Hiring an immediate family member of any current City employee or elected City official is discouraged and will be considered only if that individual has the knowledge and skills, experience or other job-related qualifications that warrant consideration for the position. It is required that either the current employee or the relative seeking employment will make the personal interest relationship known to the hiring authority (department head, City board or commission or Common Council) before a hiring decision is made; in every case, the decision to hire an immediate family member or former spouse will be subject to Common Council approval, with notice, before the new employee is permitted to begin work. Marriage between two individuals already employed by the City or their relatives will not be considered a violation of this policy.
- (c) This section does not apply to non-elected officials who are asked to accept appointment as members of a City board, commission or committee; non-elected officials, however, will be expected to disqualify themselves from participation in matters under consideration which may affect the hiring, retention, classification or compensation of their immediate family if currently employed or being considered for employment by the City.

(Code 1991, § 2-5-9)

Sec. 2-366. - Collective bargaining agreements.

In the event an employee, covered under a collective bargaining agreement, is allegedly involved in an Ethics Code violation, the terms and conditions set forth in the applicable collective bargaining agreement shall prevail in the administration and interpretation of this article.

(Code 1991, § 2-5-10)

Sec. 2-367. - Sanctions.

A determination that an employee's actions constitute improper conduct under the provisions of this article may constitute a cause of suspension, removal from office or employment or other disciplinary action. Sanctions, including any disciplinary action that may affect employees covered under a labor agreement will be consistent with the terms and conditions set forth in the applicable labor agreement.

(Code 1991, § 2-5-11)

Secs. 2-368—2-392. - Reserved.



# **CITY OF PESHTIGO**

## **CODE OF CONDUCT MANUAL**

### **FOR APPOINTED CITIZEN MEMBERS OF BOARDS, COMMISSIONS, AND COMMITTEES**

#### **Introductory Note for Appointed Positions**

This manual is intended for appointed citizen members serving on City of Peshtigo boards, commissions, and committees.

Service in these roles is a public trust. Members are expected to act with fairness, civility, integrity, respect for process, and respect for the community they serve.

This manual is meant to provide general guidance and should be read together with any specific ordinance, statute, policy, or procedural rule governing the body on which the member serves.

Return signed acknowledgment page to the City Clerk's office

## TABLE OF CONTENTS

- 1. Purpose and Application
- 2. General Standards of Conduct
- 3. Conduct with Fellow Members
- 4. Conduct with City Staff
- 5. Conduct with the Public
- 6. Conduct in Meetings and Hearings
- 7. Conflicts of Interest and Impartiality
- 8. Conduct with Media and Outside Parties
- 9. Attendance, Preparation, and Participation
- 10. Enforcement and Removal
- Acknowledgment

*This manual is designed as a practical guide for appointed citizen members. It may be used as part of appointment, orientation, and acknowledgment materials.*

## 1. PURPOSE AND APPLICATION

It is the policy of the City of Peshtigo to uphold, promote, and expect high standards of ethics, fairness, honesty, respect, and integrity from all appointed citizen members serving on City boards, commissions, and committees.

Appointed citizen members play an important role in municipal government. Their service helps the City gather public input, apply ordinances and policies, make recommendations, and, in some cases, hear and decide matters in a fair and impartial manner. In carrying out these duties, appointed members are expected to act in the best interests of the City of Peshtigo and the public.

This Code is intended to provide general guidance for appointed citizen members in their relationships with one another, with City staff, with elected officials, with the public, and with outside agencies or organizations.

This Code applies to all appointed citizen members of City boards, commissions, and committees unless a City ordinance, state statute, or specific adopted rule provides otherwise. Members remain subject to all applicable provisions of the City of Peshtigo Code of Ordinances and Wisconsin law.

## 2. GENERAL STANDARDS OF CONDUCT

### A. Act with Integrity

Carry out duties honestly, fairly, respectfully, and in good faith.

### B. Serve the Public Interest

Make decisions and recommendations based on what is believed to be in the best interest of the City as a whole, rather than personal, political, or private interests.

### **C. Follow the Law and City Policy**

Comply with applicable ordinances, policies, procedures, and state law.

### **D. Respect the Role of the Body**

Understand the purpose, authority, and limitations of the board, commission, or committee on which the member serves.

### **E. Avoid Improper Use of Position**

Do not use an appointment, title, or access for personal gain or to secure special treatment for oneself or others.

## **3. CONDUCT WITH FELLOW MEMBERS**

### **A. Use Civility and Respect**

Members shall treat one another with courtesy and professionalism, even when there is disagreement.

### **B. Respect Differing Viewpoints**

Members are expected to listen carefully, keep an open mind, and respect the fact that reasonable people may reach different conclusions.

### **C. Avoid Personal Attacks**

Members shall not engage in hostile, threatening, abusive, demeaning, slanderous, or personally disparaging comments or conduct.

### **D. Honor the Role of the Chair**

Members shall respect the authority of the Chair to maintain order, manage the agenda, and keep discussion focused on the business before the body.

## **4. CONDUCT WITH CITY STAFF**

### **A. Treat Staff as Professionals**

Members shall treat City staff with respect and professionalism and recognize the different roles of appointed members and administrative staff.

### **B. Do Not Direct Staff Improperly**

Unless specifically authorized by ordinance, policy, or the direction of the governing body, appointed citizen members shall not direct, supervise, or attempt to manage City employees.

### **C. Route Requests Through Proper Channels**

Requests for information, documents, or administrative support should be made through the Chair, designated staff liaison, department head, Clerk, or other appropriate contact, depending on the structure of the body.

### **D. Do Not Publicly Demean Staff**

Members shall not publicly criticize or personally attack City employees regarding job performance.

## **5. CONDUCT WITH THE PUBLIC**

### **A. Treat the Public with Respect**

Members shall be courteous, patient, and respectful toward all members of the public.

### **B. Be Fair and Professional**

Members shall not show favoritism, hostility, prejudice, or disrespect toward any person appearing before the body.

### **C. Listen Carefully**

Members should make every effort to hear and consider public input fairly and thoughtfully.

### **D. Do Not Make Promises on Behalf of the City**

Members shall not promise outcomes, approvals, or actions on behalf of the City, the board, commission, committee, or Common Council unless duly authorized

## **6. CONDUCT IN MEETINGS AND HEARINGS**

### **A. Be Prepared**

Members should review agendas and available materials in advance and come prepared to participate.

### **B. Stay Focused on the Matter Before the Body**

Discussion should remain relevant to the agenda item or issue under consideration.

### **C. Follow Proper Procedure**

Members shall respect adopted procedures, parliamentary rules when applicable, and the direction of the Chair.

### **D. Ask Questions for Clarification**

Questions should be asked to better understand the issue, not to harass, embarrass, or argue unnecessarily with applicants, witnesses, staff, or members of the public.

### **E. Maintain Decorum**

Members shall conduct themselves in a manner that supports orderly, fair, and effective meetings.

### **F. Closed Session and Confidential Matters**

When confidential, legally protected, or closed session information is received, members shall not disclose that information except as authorized by law.

## **7. CONFLICTS OF INTEREST AND IMPARTIALITY**

### **A. Avoid Conflicts of Interest**

Members shall not participate in matters in which they have a prohibited personal or financial interest, or where their participation would otherwise violate applicable law or City ordinance.

### **B. Disclose Potential Conflicts**

If a member believes there may be a conflict or appearance of conflict, it should be disclosed promptly to the Chair, Clerk, City Attorney, or other appropriate official.

### **C. Recusal When Appropriate**

When required by law, ordinance, or legal advice, the member shall refrain from participating in discussion, deliberation, or voting on the matter.

**D. Remain Impartial**

Members serving on bodies that hear appeals, complaints, disciplinary matters, ethics matters, or other quasi-judicial matters shall remain fair and impartial and avoid prejudging issues before the meeting or hearing.

**E. Avoid Ex Parte Communications in Quasi-Judicial Matters**

When serving on a body that may hear contested matters, members should avoid private communications about the substance of a pending case or appeal outside the meeting process.

## **8. CONDUCT WITH MEDIA AND OUTSIDE PARTIES**

**A. Do Not Speak for the City Unless Authorized**

Appointed citizen members may express personal views, but they shall not represent that they are speaking on behalf of the City, their board, commission, or committee unless authorized to do so.

**B. Make Personal Capacity Clear**

If speaking publicly about City matters outside an official meeting, members should clearly state whether they are expressing a personal opinion or an officially authorized position.

**C. Avoid Improper Influence**

Members shall not use their role to improperly influence City staff, elected officials, applicants, contractors, or other parties.

## **9. ATTENDANCE, PREPARATION, AND PARTICIPATION**

**A. Attend Meetings Regularly**

Members are expected to attend meetings consistently and to notify the appropriate contact if they are unable to attend.

**B. Participate Responsibly**

Members should take their responsibilities seriously, contribute thoughtfully, and support the body in carrying out its work.

**C. Review Materials in Advance**

Members should make a reasonable effort to familiarize themselves with meeting materials before participating in discussion or action.

**D. Understand the Role of Service**

Service on a board, commission, or committee is a public trust and should be approached with care, seriousness, and respect for the community.

## **10. ENFORCEMENT AND REMOVAL**

### **A. Concerns Regarding Conduct**

Concerns regarding the conduct of an appointed citizen member may be raised with the Chair, Mayor, Clerk, City Attorney, or Common Council, as appropriate to the circumstances and the structure of the body.

### **B. Progressive Response When Appropriate**

When practical and appropriate, concerns should first be addressed informally through clarification, education, or corrective discussion.

### **C. Formal Action**

If circumstances warrant, the City may take formal action consistent with applicable ordinance, policy, appointment terms, or state law, including censure, recommendation for removal, or removal where authorized.

### **D. Controlling Authority**

If a specific board, commission, or committee is governed by a particular ordinance or statute regarding appointment, discipline, or removal, that authority shall control.

## ACKNOWLEDGMENT

I have received a copy of the City of Peshtigo Code of Conduct Manual for Appointed Citizen Members of Boards, Commissions, and Committees. I have read and understand its contents. I acknowledge that it is my responsibility to ask questions about anything I do not understand and to comply with the expectations set forth in this Manual, along with applicable City ordinances, policies, and laws.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Board/Commission/Committee \_\_\_\_\_

Date Signed \_\_\_\_\_

After signing, please return this acknowledgment page to the City Clerk's

## MINUTES

POLICE DISCIPLINARY REVIEW COMMITTEE - Annual Meeting  
TUESDAY – APRIL 28, 2026 – 5:20 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Stan Nogalski, Mary Seidl, Gerald Valley, Doug VanWinkle, and Geaery Halverson.

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, City Attorney David Spangenberg, Interim Police Chief Derek Koronkiewicz and Public Works Director Matt Decur.

Immediately prior to the meeting, all members present took the oath of office and signed the required document.

Chair Nogalski called the meeting to order at 5:20 p.m.

Motion by Van Winkle and seconded by Halverson to approve the agenda.  
Motion carried 5/0.

### Minutes:

Motion by Van Winkle and seconded by Valley to approve the amended minutes of May 5, 2025.  
Motion carried 4/0. Van Winkle abstained.

### Board Reorganization:

Valley nominated Nogalski for Chairperson.

Nogalski called three times for any more Chairperson nominations. No others were made.

Motion by Valley and seconded by Seidl to appoint Nogalski as Chairperson.  
Motion carried 4/0. Nogalski abstained.

Nogalski nominated Seidl for Secretary.

Nogalski called three times for any more Secretary nominations. No others were made.

Motion by Nogalski and seconded by Van Winkle to appoint Seidl as Secretary.  
Motion carried 5/0.

### Committee structure, procedures and responsibilities:

City Attorney David Spangenberg reviewed the Police Disciplinary Review Committee's structure, procedures, and responsibilities as provided by ordinance and policy.

Discussion was held regarding the Police Disciplinary Review Committee ordinance, the police disciplinary process, the Committee's role and authority, and the applicable procedures for citizen complaints and disciplinary matters involving police personnel.

The Committee reviewed the ordinance materials, the Police Disciplinary Review Committee process information, and related policy materials. Discussion included the importance of due process, proper documentation, notice, hearing procedures, impartial review, and the Committee's limited role when matters are brought before it under the applicable ordinance and law.

Other matters: None

Adjournment:

Motion by Valley and seconded by Seidl to adjourn at 5:46 p.m.  
Motion carried 5/0.

Tammy Kasal

Clerk-Treasurer

#### DIVISION 4. - POLICE DISCIPLINARY REVIEW COMMITTEE

##### Sec. 2-120. - Police Disciplinary Review Committee.

- (a) Pursuant to Wis. Stats. § 62.13(6m), there shall be a committee designated as the Police Disciplinary Review Committee. The Committee shall consist of five members, three of whom shall constitute a quorum. The Mayor shall annually, between the last Monday of April and the first Monday of May, appoint in writing, to be filed with the Secretary of the Committee, one member for a term of five years, subject to confirmation by the Common Council. None of the Committee Members shall be elected or appointed officials of the City, nor shall they be employed by the City. The City shall pay each member on a per diem basis as determined by the Common Council on an annual basis. The Committee shall exercise authority limited to the powers and duties set forth in Wis. Stats. §§ 62.13(5) and 62.13(6m).
- (b) To facilitate and enable this division, the Mayor is hereby authorized and directed to select five qualified individuals under the provisions of Subsection (a) of this section to serve on the Police Disciplinary Review Committee. One member shall be appointed to a term expiring the first Monday in May, 2005, another to a term expiring the first Monday in May, 2006, a third to a term expiring the first Monday in May, 2007, a fourth to a term expiring the first Monday in May, 2008 and a fifth to a term expiring the first Monday in May, 2009. All such appointments shall be subject to confirmation by the Common Council. The members so appointed shall constitute the initial Police Disciplinary Review Committee under this division upon their confirmation.
- (c) Suspension and removal of City police officers shall be in accordance with the rules established by the Police Disciplinary Review Committee.

(Code 1991, § 5-1-7; Ord. No. 2004-01, § 1, 4-7-2004)

Secs. 2-121—2-138. - Reserved.

## Officer Disciplinary Process

Police Disciplinary Review Committee (PDRC) (see attached ordinance creating)

The process for disciplining police officers is a matter of statewide concern governed by state law. Absent agreement by the employee, a suspension, reduction in rank or termination can be imposed only after a due process hearing before the PDRC. While the right to a hearing does not extend to newly-hired employees still in a probationary status, an employee promoted on a probationary basis is entitled to a hearing if a reduction in rank is based on misconduct allegations.

The disciplinary process is governed by Wis. Stat. § 62.13(5) and any administrative rules adopted by the PDRC ("PDRC rules") see attached. Paragraphs 1 to 6 of the statute do not apply to the City of Peshtigo because the city is under 4000 population. However, under 6(m)(a) the city established the Police Disciplinary Review Committee ("PDRC") who shall act in place of the Board (in larger cities). When an issue arises, the municipality must adhere to applicable procedures to reach a just resolution that will withstand judicial review.

*Pre-Charge Investigation- To be done by Chief (in most cases or committee for citizen complaint.*

1. Review actions of officer and identify specific police rules or procedures violated;
2. Determine whether the officer would have the training and knowledge to know of the consequences of his or her conduct;
3. Determine if the rule, order or procedure is reasonable;
4. Whether a reasonable effort was made to investigate whether a violation has occurred and whether the effort was fair and objective.
5. Whether substantial evidence was discovered that the officer violated the rule or order;
6. Whether the Chief is applying the rule or order fairly and without discrimination;
7. Whether the proposed discipline reasonably relates to the seriousness of the alleged violation and the officer's record of service with the Chief's department

### *Initiation of disciplinary proceeding.*

Upon completion of the pre-charge investigation, if discipline is warranted, charges seeking discipline of a police officer may be filed by a department chief, by a member of the PDRC, the PDRC as a body, or any aggrieved person. Complaints by "aggrieved persons" are also referred to as "citizen complaints." Once charges are filed, the municipality should provide the PDRC with legal counsel independent from municipal counsel to assist in managing the disciplinary process. The process is further outlined as follows:

1. So under 62.13(5), the police chief can suspend pursuant to paragraph (em) as follows:
  - a. Chief suspends and files a report at the same time with the President (Chair) of the PDRC.
  - b. No hearing held unless requested by the employee. If requested, the Chief must file charges pursuant to 62.13(5)(b) with the President/Chair of the PDRC. (the employee's pay can then not be suspended pending disposition of charges)
  - c. The board then determines whether there is just cause, as described in this paragraph, to sustain the charges. In making its determination, the board shall apply the following standards, to the extent applicable:
    1. Whether the subordinate could reasonably be expected to have had knowledge of the probable consequences of the alleged conduct.
    2. Whether the rule or order that the subordinate allegedly violated is reasonable.
    3. Whether the chief, before filing the charge against the subordinate, made a reasonable effort to discover whether the subordinate did in fact violate a rule or order.
    4. Whether the effort described under subd. 3. was fair and objective.
    5. Whether the chief discovered substantial evidence that the subordinate violated the rule or order as described in the charges filed against the subordinate.

6. Whether the chief is applying the rule or order fairly and without discrimination against the subordinate.
  7. Whether the proposed discipline reasonably relates to the seriousness of the alleged violation and to the subordinate's record of service with the chief's department
- d. Determination is made by PDRC and put in writing within 3 days of hearing.
  - e. Employee may appeal to circuit court. (see appeals attachment)

Upon the PDRC finding "just cause," an officer may be "suspended without pay, reduced in rank, suspended without pay and reduced in rank, or removed." For that reason, a chief will not file charges unless an unpaid suspension or greater penalty is sought. While the PDRC as a body or any member may file and prosecute charges, this is generally inadvisable. If an occasion arises where this is appropriate, the PDRC should delegate its prosecutorial role to a special counsel. A PDRC member who prosecutes should act solely in that capacity and should not participate in the decisional process.

### *The Charges.*

The minimum requirements of a due process hearing include timely and adequate notice, an impartial decision-maker, and the opportunity to confront and cross examine adverse witnesses. Accordingly, disciplinary charges must contain sufficient detail to allow the respondent to prepare an adequate defense. The charges should be framed in light of the seven "just cause" standards noted above in the Pre-charge process. The charges should identify the department rule or order allegedly violated, describe any investigation of the charges, and set forth fact allegations supporting the charges. (See attached example).

### *Initial processing.*

Review the Collective Bargaining Agreement ("CBA") for specific details on discipline. The current bargaining agreement for 2023-2025 states that Wis. Stats. 62.13 applies but the officer reserves the right to waive said rights under Section 62.13, and instead request to pursue disciplinary action under the Grievance procedure of the CBA (which would go in front of the personnel committee instead).

The PDRC must set a date for hearing not less than 10 days nor more than 30 days after service of the charges. Most matters will not be concluded within 30 days. While it is advisable to confirm the consent of the parties to continue the hearing beyond 30 days, if necessary, there is no reported decision suggesting that "continuing" the hearing beyond the 30 days violates the statute. Typically the PDRC sets an initial hearing to be held within 30 days of filing to address issues such as scheduling, discovery and pre-hearing motion practice. Months may elapse between the filing of charges and the final resolution, partly because due process requires that the employee be given a reasonable opportunity to be heard and partly because the PDRC is composed of private citizens, often requiring that hearings be conducted during evening hours. If the charges are serious enough that termination is sought, commonly the employee is placed on a paid leave status pending resolution of the process.

PDRC rules may allow for dismissal of charges without an evidentiary hearing, if the charges are facially groundless or frivolous, have been resolved in a prior proceeding, or the complainant lacks standing. Although the statutes do not address it, PDRC rules may provide for pre-hearing discovery. A PDRC that has not adopted such rules may consider allowing some discovery to avoid a possible claim of a due process deprivation upon later judicial review. If the PDRC has not formally adopted administrative rules, it may be prudent to review rules developed in other municipalities to use as guidance in managing the pre-hearing process.

### *Hearing and Decision.*

The evidentiary hearing is a quasi-judicial administrative proceeding. It is public. Both the complainant and respondent may compel the attendance of witnesses by subpoenas to be issued by the PDRC president on request. The Wisconsin Supreme Court has upheld PDRC rules providing for the employment of a hearing examiner to conduct both the pre-hearing process and the evidentiary hearing, at least where the rules have provided for the hearing to be videotaped. The PDRC issues its final decision based on the evidence as well as the examiner's report.

PDRC rules may specify what, if any, evidentiary rules apply at the hearing. Given that the Wisconsin Supreme Court has described the hearing as having the elements of "fair play" fundamental to due process in an administrative law setting, following the procedures applicable in Case 3 contested hearings under Wis. Stat. ch. 227, including the rules of evidence set forth in § 227.45, should satisfy due process. Erroneous evidentiary rulings may result in a due process deprivation, which would require a new hearing.

The complainant bears the burden of proof by a preponderance of the evidence. The PDRC's deliberations on the evidence should be conducted privately with its counsel; other municipal officials should not be present. The PDRC must issue its determination in writing within three days after the conclusion of the hearing. Counsel for the PDRC will assist in crafting a decision that clearly states the PDRC's findings of fact and conclusions of law, as well as an order either imposing discipline or dismissing the charges. The written decision should address the seven just cause standards contained in Wis. Stat. § 62.13(5)(em). The decision and order must be filed with the secretary of the PDRC.

#### *Review.*

If the PDRC imposes discipline, the officer has two avenues for judicial review: a right of statutory appeal to the circuit court under Wis. Stat. § 62.13(5)(i) and a petition to the circuit court for common law writ of certiorari. The respondent may pursue both avenues of review, and the resolution of issues on the appeal is not binding relative to issues on certiorari review, even though the issues on the two methods of review may overlap. These are the exclusive methods of review; the PDRC's decision cannot be collaterally attacked in another proceeding. A charging party can challenge the PDRC decision to dismiss the charges by seeking certiorari review. The statutory appeal focuses solely on whether there is just cause to sustain the charges. The respondent initiates an appeal by serving written notice on the PDRC secretary within 10 days after PDRC files its order. Service on the secretary must be in person. The secretary must certify the record to the clerk of circuit court within 5 days. Unless otherwise agreed by the parties, trial is to be scheduled not be later than 15 days after an application by either party. Trial is to the court on the record, but the court may require the return of further evidence. No costs are allowed and the municipality pays the clerk's fees. If the PDRC's order is reversed, the officer is reinstated and entitled to any backpay. If the PDRC's order is sustained, respondent has no further no right of appeal.

Certiorari review is initiated by the respondent filing an action in circuit court and must be commenced within six months of the PDRC action the respondent seeks to challenge. On certiorari, the court determines whether (1) the PDRC exceeded its jurisdiction, (2) the PDRC proceeded on a correct legal theory, (3) the PDRC acted in an arbitrary, oppressive, or unreasonable manner that represented its will and not its judgment, and (4) whether the evidence was such that the PDRC could reasonably make the determination at issue. Most allegations of error in the disciplinary process are addressed on certiorari review, given the limited scope of review on the statutory appeal. In contrast to the statutory appeal, the circuit court's decision on certiorari review is subject to appellate review.

#### *Summary.*

Discipline of employees in protective services poses a unique challenge to municipalities. This challenge falls to the PDRC, a body ordinarily comprised of citizens not trained in the law. Providing the PDRC with independent legal counsel to assist it in managing the process and conducting the disciplinary hearing best insures a just resolution that will withstand judicial review.

Some potential law firms that have a government law team that may be available to assist:

- Stafford Rosenbaum LLP- Government Law Team;
- Amundson, Davis law firm
- Liebmann Conway law firm
- Foley and Lardner- madison

## MINUTES

### FIRE, LIGHTING & BUILDING

TUESDAY, APRIL 30, 2026 – 3:00 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

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

Members excused: Debbie Sievert

Others Attending: Mayor Katie Berman, Fire & EMS Chief Chuck Gardon, Building Inspector Joe Last, Public Works Director Matt Decur and Parks & Recreation Director Lori Tonn.

Chair Klimek called the meeting to order at 3:00 p.m.

Motion by Klimek and seconded by O'Neill to approve the agenda.

Motion carried 2/0.

Motion by Klimek and seconded by O'Neill to approve the March 24, 2026 meeting minutes.

Motion carried 2/0.

#### Resignation of EMR Shawn Northrop:

A resignation letter from EMR Shawn Northrop was reviewed.

Motion by Klimek and seconded by O'Neill recommending Council accept the resignation of EMR Shawn Northrop.

Motion carried 2/0.

#### EMS Funding Assistance Program funding and related Fire/EMS expenditures:

Fire & EMS Chief Gardon presented

Fire & EMS Chief Gardon presented information regarding the EMS Funding Assistance Program, a State of Wisconsin program that provides funding to EMS agencies for items such as education, equipment, supplies, and training.

Chief Gardon discussed the proposed purchase of a LUCAS mechanical CPR compression device using FAP funding, donations, and other related funds. He reported the total cost of the machine is \$44,683.04 and stated the purchase could be made without using City tax levy dollars.

Discussion was held regarding the need for the equipment, training, future equipment needs, and possible future grant and fundraising opportunities.

Motion by Klimek and seconded by O'Neill recommending Council approve the use of FAP funding and related donated funds for the purchase of a LUCAS mechanical CPR compression device and related Fire/EMS expenditures.

Motion carried 2/0.

#### Building Inspector Report – Joe Last:

April Building Inspection Report will be distributed at the April Council meeting.

Building Inspector Last reported that inspection activity has increased. He stated that he is working with City staff on several properties and violations throughout the City.

Building Inspector Last explained that when inspections are requested, work needs to be completed and ready for inspection before he can approve the work or allow the next step to move

forward. He stated that if the work is not completed or is not done correctly, he will document the issue and require corrections before moving forward.

Discussion was held regarding the importance of proper inspections, documentation, photographs, and helping property owners understand the process. The Committee expressed support for the current inspection process and encouraged Building Inspector Last to continue with the approach being taken.

Building Inspector Last also reported that things are moving in a positive direction.

Facility report (see attached) – Matt Decur:

Landmark Building:

- Site Assessment Grant work continues for site security and asbestos abatement.
- Tarps were added where asbestos materials were removed.
- Final walkthrough with Balestrieri and project closeout are being scheduled.
- Environmental liability exemption documents were submitted to the DNR.
- The City continues to work with Bay Lake, DNR, and other agencies on future grant and demolition funding.

Municipal Center:

- August Winter repaired the temperature control system.
- PHC replaced relief valves on the boilers.
- The City is working with the Library and County IT to install County internet in the new Library.
- The roof continues to leak, and inspection/testing of the roof is scheduled next week.

Drees Community Center:

- Plumbing repairs are being made, including replacing traps and venting in the kitchen sink.

Fire/EMS Chief Report – Chief Gardon:

April Fire/EMS Chief Report will distributed at the May Council meeting.

- Chief Gardon reported there were 28 calls so far for the month.
- City License update due by June 30,2026, is now complete and will not expire until June 30, 2029.
- Individual license updates are being done through Fox Valley Tech and will be completed by June 30.

Other Matters:

Fire & EMS Chief Gardon stated he will present Fire/EMS policies and procedures, along with an organizational chart for the departments, at a future meeting.

Set future meeting(s):

The next Fire, Lighting & Building meeting was scheduled for Thursday, May 28, 2026 at 3:00 p.m.

Motion by Klimek and seconded by O'Neill to adjourn at 3:31 p.m.

Motion carried 2/0.

Katie Berman  
Mayor

Shawn W. Northrop  
370 S. Splake Ct. Apt 7  
Peshtigo, WI 54157

March 29, 2026

Katie Buerman  
Mayor  
City of Peshtigo  
331 French St  
Peshtigo, WI 54157

Dear Mayor Buerman,

Please accept this letter as my formal resignation from the City of Peshtigo Fire/Rescue.

This is not an easy letter for me to write. Serving this community and being a part of this department has meant more to me than I can fully express. The relationships built, the calls answered, and the opportunity to serve alongside such dedicated individuals have left a lasting impact on me both personally and professionally.

As you know, I have been seeking employment, and I have accepted a position with the Department of Veterans Affairs in Missouri. While I am grateful for this new opportunity, it is difficult to step away from a department and community that has given me so much.

My last day with the City of Peshtigo will be April 30, 2026.

Thank you for your leadership, your support, and the trust placed in me during my time here. It has truly been an honor to serve the City of Peshtigo, and I will carry that pride with me wherever I go.

Sincerely,



Shawn W. Northrop



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

## City of Peshtigo Fire Dept

04/17/2026

### City of Peshtigo Firefighters/EMS

|                           |                                                 |
|---------------------------|-------------------------------------------------|
| Charles Gardon            | Chief – Fire Inspector/EMR                      |
| Joel Ahrens               | 2 <sup>nd</sup> Assistant Chief – Fire Insp/EMR |
| Duane Neuzil              | Firefighter                                     |
| Nicole Kempka             | Firefighter/EMR- Safety Officer                 |
| Eian Ehlert               | Firefighter                                     |
| Christopher Gardon        | Lieutenant-Firefighter/EMR                      |
| Brandon Lindsey           | Firefighter/EMR                                 |
| <del>Shawn Northrop</del> | <del>Firefighter/EMR</del>                      |
| Steve Anderson            | Lieutenant/Firefighter                          |
| Jacob Drees               | Firefighter                                     |
| Arkadiusz Bochra          | Firefighter                                     |
| Grace Koeffler            | Firefighter/EMR/Assist Service Direc            |
| Serenity Clausen          | Firefighter/EMR                                 |
| Michael Charlesworth      | Firefighter                                     |
| Fred Marsh                | EMR                                             |
| Alexis Monnette           | EMR                                             |
| Samantha Nelson           | EMT                                             |
| Alex Ullmer               | Firefighter/EMR                                 |
| Andrea Seefeldt           | EMR                                             |
| Chris Hanus               | Firefighter/EMR                                 |

**stryker**

# **LUCAS® 3, v3.1**

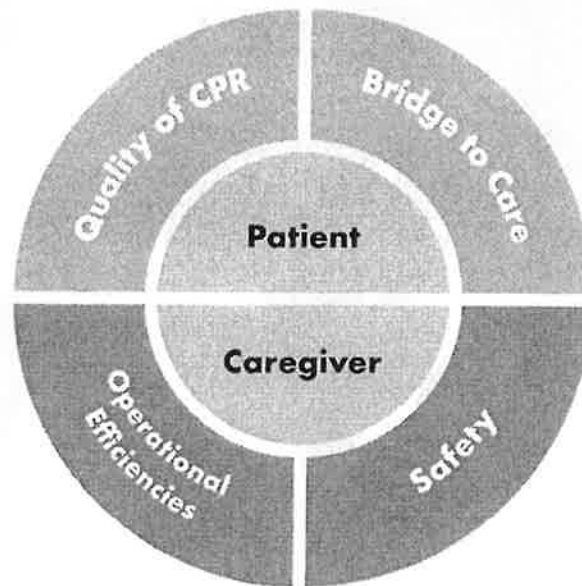
Chest Compression System



**Your partner in life support**

# Consistency. It's a powerful thing.

The LUCAS Chest Compression System helps emergency care teams around the world do what they do best — save lives. With high-quality chest compressions and fewer interruptions than manual CPR, LUCAS is your partner that will administer Guidelines-consistent, high-quality compressions until the job is done.



## CPR quality

- Delivers Guidelines-consistent, high-quality chest compressions at recommended rate and depth while allowing for chest recoil
- Fewer interruptions, compared to manual CPR, leading to higher compression ratios<sup>1,2</sup> and increased blood flow to the brain<sup>3,4</sup>
- Higher EtCO<sub>2</sub> values, compared to manual CPR, indicative of higher chance of ROSC<sup>5</sup>

## Bridge to care

- Overcomes caregiver fatigue by providing Guidelines-consistent chest compressions for multiple hours if required\*
- Allows for hands-free, high-quality chest compressions during transport<sup>1,6</sup>
- Extends reach of care and allows for treatment of underlying cause during CPR (e.g. ECMO/PCI)<sup>22</sup>

## Operational efficiencies

- Calms the event and reduces stress by eliminating the need to manage a compression rotation schedule
- Frees up care givers to focus on other tasks
- Utilizes data integration capabilities to enhance post event analysis and quality improvement efforts

## Safety

- Rescuers can avoid awkward and potentially dangerous situations when performing CPR during patient transport
- Potential to reduce CPR-related injuries to the CPR provider
- Reduces X-ray exposure of CPR provider during PCI

\* When using multiple batteries or an external power source. Battery typically lasts for 45 minutes of operation

# Proven. Safe. Effective.



For over 15 years the LUCAS Chest Compression System has been helping lifesaving teams around the world deliver high performance, Guidelines-consistent chest compressions to cardiac arrest patient in the field, on the move and in the hospital.

The LUCAS device has been proven safe and effective in a large randomized controlled trial, the highest level of clinical evidence.<sup>10</sup>

# LUCAS by the numbers

25,000+

With over 25,000 devices in the global market, a patient is treated approximately every 2 minutes<sup>7,8</sup>

16,830

In a successful 2 hour 45 minute resuscitation, LUCAS administered 16,830 Guidelines-consistent compressions<sup>9</sup>

>99%

Operational reliability in clinical use<sup>10</sup>

+60%

Increased blood flow to the brain vs. manual CPR<sup>3</sup>

>99%

of survivors had good neurological outcomes in large randomized LINC trial<sup>10</sup>

95%

of patients fit in the LUCAS device<sup>10,11</sup>



"We know CPR is difficult to do well. People slow down. They don't always do it appropriately — even professional rescuers. A machine doesn't get tired; it is consistent, and consistency is key."

—Charles Lick, MD, Medical Director, Allina Medical Transport & Emergency Department Director, Buffalo NY Hospital<sup>23</sup>

# Your power to improve CPR quality

## Less interruptions to CPR on the scene and during transport

30-40% of patients who have achieved return of spontaneous circulation (ROSC) on the scene will re-arrest prior to hospital arrival and may require CPR during transportation.<sup>20,21</sup>

### On-scene<sup>1</sup>

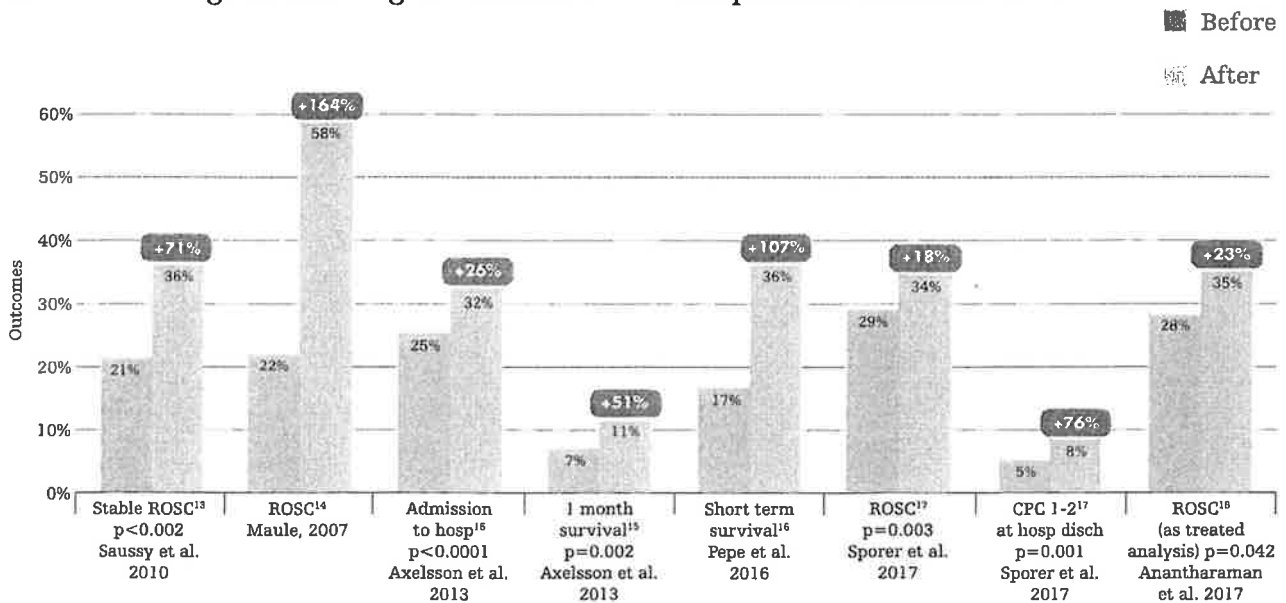


### During transportation<sup>1</sup>



## LUCAS can contribute to improved outcomes

Systems of care implementing LUCAS together with a comprehensive approach to resuscitation\* have shown increased ROSC rates<sup>13-17</sup> as well as improved survival with good neurological outcomes<sup>15,17,19</sup> compared to historical data.



\*May include additional therapies or changes of protocols

# LUCAS 3, v3.1 at a glance

## 7 seconds

The two-step application (back plate, then upper part) makes the LUCAS device quick and easy to deploy, as short as a median 7 second interruption time when transitioning from manual CPR.<sup>12</sup>

Battery allows for 45 min continuous run time. Plug in the external power supply for prolonged operation/charging

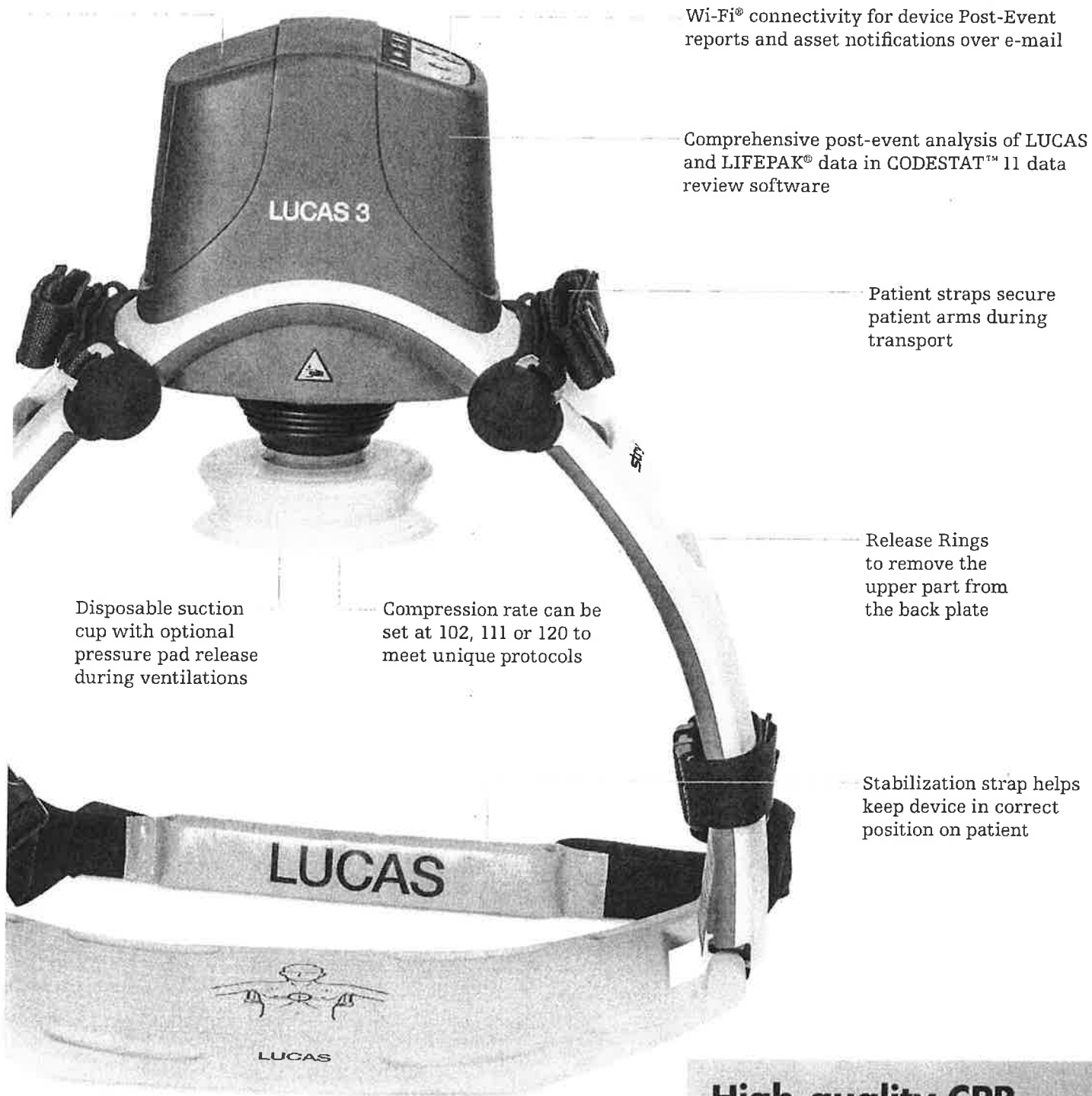


Top window for quick battery check

Compact, lightweight carrying case included with every device



The carbon fiber LUCAS PCI back plate (optional) is intended specifically for use in the cath lab, with its radiotranslucent material minimizing image shadows



Wi-Fi® connectivity for device Post-Event reports and asset notifications over e-mail

Comprehensive post-event analysis of LUCAS and LIFEPAK® data in CODESTAT™ 11 data review software

Patient straps secure patient arms during transport

Release Rings to remove the upper part from the back plate

Disposable suction cup with optional pressure pad release during ventilations

Compression rate can be set at 102, 111 or 120 to meet unique protocols

Stabilization strap helps keep device in correct position on patient

Standard low profile back plate, easy to place

## High-quality CPR

Even if the patient lies upon a soft surface, the LUCAS device delivers Guidelines-consistent depth, overcoming the "mattress effect".

# What's new with **v3.1**?\*

The LUCAS 3, v3.1 was designed with enhanced data capabilities to allow for better post-event reporting and asset management. With Wi-Fi and Bluetooth connectivity, your LUCAS device can be configured to meet your protocols within your LIFENET account. Integration with CODE-STAT 11 now allows for precise and timely post-event reviews that can help with training and quality improvements.

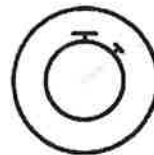
## Setup options



Increase compression rate **without** sacrificing depth. Compression rate can be fixed or variable during operation at 102, 111, or 120 compressions per minute while still maintaining desired depth between 1.8 to 2.1 inches/45 to 53mm (depth fixed during operation).



Adjustable depth: 1.8 and 2.1  $\pm 0.1$  inches / 45 to 53  $\pm 2$ mm (fixed during operation)



Audible CPR timer:  
1-15 minutes  
(in 1 min. increments)



Adjust ventilation alerts, pause length and count



Optional pressure pad release (0.4 inches/10 mm) allows for chest rise during ventilation



Auto-lowering of piston (AutoFit or QuickFit)

\* Setup options should be changed only under the direction of a physician knowledgeable in cardiopulmonary resuscitation who is familiar with the literature in this area

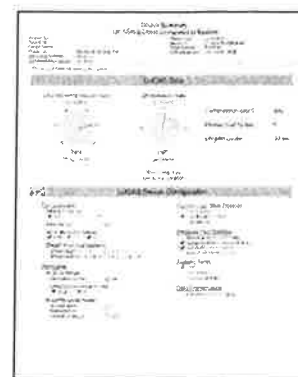
# Connected care



## Post-Event reporting

Key metrics and dashboards:

- Compression time, ratio, and rate
- Count, number of pauses > 10 sec.
- Duration of longest compression pauses
- Visual timeline of the event



## Post-Event reporting

CODE-STAT 11 allows for LUCAS Post-Event Reports to be merged with reports from LIFEPAK 15 and LIFEPAK 20/20e devices.

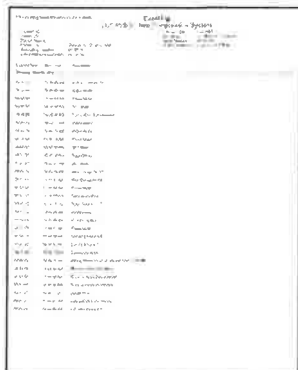
Merged reports give a comprehensive view of cardiac arrest cases and can be used in quality improvement and training efforts.



## Asset management

LIFENET offers easily accessible asset dashboard for fleet status at latest device check-in.

Gives notifications of expiring and expired LUCAS batteries.



# Selected specifications

For further details on specifications, please see the LUCAS 3, v3.1 Data Sheet (GDR 3336665) or LUCAS 3, v3.1 Instructions for Use.

## Therapy

---

- Rate:  $102 \pm 2$  compressions per minute
- Depth:  $2.1 \pm 0.1$  inches /  $53 \pm 2$  mm\*
- Compression duty cycle:  $50 \pm 5\%$
- ACTIVE 30:2 mode: 30:2 compression to ventilation ratio
- ACTIVE Continuous mode
- Ventilation alerts and pauses

Above specifications are factory default settings and for nominal patients. The LUCAS 3, v3.1 setup options allows you to tailor rate, depth and ventilation alerts and pauses within certain values, as well as setting up an optional audible timer, sending device data reports and connecting to Wi-Fi networks.

\*For smaller patients with sternum height less than 7.3 inches / 185 mm:  $1.5$  to  $2.1 \pm 0.1$  inches /  $40$  to  $53 \pm 2$  mm

## Device

---

### Dimension

- Assembled (HxWxD):  
22.0 x 20.5 x 9.4 inches / 56 x 52 x 24 cm
- In carrying case (HxWxD):  
22.8 x 13.0 x 10.2 inches / 58 x 33 x 26 cm

### Weight

- Device with Battery (no straps): 17.7 lbs / 8.0 kg
- Battery: 1.3 lbs / 0.6 kg

### Environment

- Operating temperature:  
 $+32^{\circ}\text{F}$  to  $+104^{\circ}\text{F}$  /  $+0^{\circ}\text{C}$  to  $+40^{\circ}\text{C}$   
 $-4^{\circ}\text{F}$  /  $-20^{\circ}\text{C}$  for 1 hour after storage at room temperature
- Storage temperature:  
 $-4^{\circ}\text{F}$  to  $+158^{\circ}\text{F}$  /  $-20^{\circ}\text{C}$  to  $+70^{\circ}\text{C}$
- Device IP classification (IEC 60529): IP43

## Eligible patients

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- No patient weight limitation
- Chest height: 6.7 to 11.9 inches / 17.0 to 30.3 cm
- Maximum chest width: 17.7 inches / 44.9 cm

## Power specifications

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Power source: Proprietary battery alone or with external power supply or car power cable

### Battery

- Type: Rechargeable Lithium-ion Polymer (LiPo)
- Capacity: 3300 mAh (typical), 86 Wh
- Voltage (nominal): 25.9 V
- Run time (nominal patient): 45 minutes (typical).  
Extended run time connecting to external power supply
- Service life: Recommendation to replace battery every 3 to 4 years or after 200 uses

### Power supply

- Input: 100-240VAC, 50/60Hz, 2.3A, Class II
- Output: 24VDC, 4.2A
- Car power cable: 12-28VDC/0-10A
- Charging (at room temperature,  $+72^{\circ}\text{F}$  /  $+22^{\circ}\text{C}$ )  
Using external power supply:
  - Less than two hours
- Using external battery charger:
  - Less than four hours

# Your partner in life support



—in the **field**



—on the **move**



—in the **hospital**

#### Reference:

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16. Pope PE, Schepke KA, Antevy PM et al., Abstract 15255: How would use of flow-focused adjuncts, passive ventilation and head-up CPR affect all-rhythm cardiac arrest resuscitation rates in a large, complex EMS system? *Circulation*. 2016;134:A15255.
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**The LUCAS 3 device is for use as an adjunct to manual CPR when effective manual CPR is not possible (e.g., transport, extended CPR, fatigue, insufficient personnel).**

**Physio-Control is now part of Stryker.**

**For further information, please contact your Stryker or Physio-Control representative or visit our website at [www.physio-control.com](http://www.physio-control.com)**

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#### Physio-Control Headquarters

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#### Customer Support

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45 Innovation Drive  
Hamilton, ON  
L9H 7L8  
Canada  
Toll free 800 895 5896  
Fax 866 430 6115



Jolife AB, Scheelevägen 17, Ideon Science Park, SE-223 70 LUND, Sweden



Quote Number: 11170538

Remit to:

Stryker Sales, LLC  
21343 NETWORK PLACE  
CHICAGO IL 60673-1213  
USA

Version: 1

Division:

Medical

Prepared For: City Of Peshtigo

Rep:

Joe Lancelle

Attn:

Email:

joe.lancelle@stryker.com

Phone Number:

### Equipment Products:

| #                | Product      | Description                                                                                                                                                                                                          | Qty | Sell Price  | Total       |
|------------------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-------------|-------------|
| 1.0              | 99576-000063 | LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device | 2   | \$19,700.92 | \$39,401.83 |
| 2.0              | 11576-000071 | LUCAS External Power Supply                                                                                                                                                                                          | 2   | \$305.40    | \$610.80    |
| 3.0              | 11576-000080 | LUCAS 3 Battery - Dark Grey - Rechargeable LiPo                                                                                                                                                                      | 2   | \$574.20    | \$1,148.40  |
| 4.0              | 11576-000060 | LUCAS Desk-Top Battery Charger                                                                                                                                                                                       | 2   | \$965.40    | \$1,930.80  |
| 5.0              | 11576-000089 | LUCAS Grip Tape for Slim Back Plate                                                                                                                                                                                  | 2   | \$23.40     | \$46.80     |
| 6.0              | 11576-000048 | LUCAS 12V-24V DC Car Cable                                                                                                                                                                                           | 2   | \$117.60    | \$235.20    |
| 7.0              | 11576-000047 | LUCAS Disposable Suction Cup (12 pack)                                                                                                                                                                               | 2   | \$411.00    | \$822.00    |
| 8.0              | 21576-000075 | LUCAS Stabilization Strap (4 pack)                                                                                                                                                                                   | 2   | \$243.60    | \$487.20    |
| Equipment Total: |              |                                                                                                                                                                                                                      |     |             | \$44,683.04 |

### Price Totals:

|                               |             |
|-------------------------------|-------------|
| Estimated Sales Tax (0.000%): | \$0.00      |
| Shipping and Handling:        | \$0.00      |
| Grand Total:                  | \$44,683.04 |

# Memo

**To:** Fire, Lighting, & Building Committee  
**From:** Matt Decur, Director of Public Works  
**Date:** April 30, 2026  
**Re:** City Facilities Update – April 2026

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## Landmark Building

- Site Assessment Grant (SAG) – Site Security and Asbestos Abatement
  - Tarps were added where asbestos materials were removed
  - Scheduling final walkthrough with Balestrieri and project closeout
- Environmental Liability Exemption through the DNR
  - Application and supporting documents submitted
- Future Grants & Demolition
  - City is working with Bay Lake, DNR and other agencies on funding for demolition

## Municipal Center

- HVAC & Boilers
  - August Winter repaired temperature control system
  - PHC replaced relief valves on boilers
- Wifi & IT
  - Working with the Library and County IT to install County internet in new Library
- Renovation & Expansion Project
  - Roof continues to leak; Inspection & testing of roof scheduled next week

## Drees Community Center

- Plumbing repairs – replacing traps and venting in kitchen sink

## MINUTES

### STREETS & DRAINAGE

THURSDAY, APRIL 30, 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 March 24, 2026 meeting minutes.

Motion carried 2/0.

#### 2026 Ford F-150 purchase:

Public Works Director Decur presented a quote from Ewald Automotive Group for a 2026 Ford F-150 at the state contract price of \$40,970.00. This vehicle would be for the Streets Department. A 2019 streets truck would be sold and transferred to the Sewer Department to replace a failing truck there.

Motion by Warren and seconded by Klimek recommending Council approve the purchase of 2026 Ford F-150 for the Streets Department from Ewald Automotive Group for \$40,970.00 to be funded from the CIP Funds and the sale of the 2019 pickup truck to the Sewer Department. Motion carried 2/0.

#### Robert E. Lee services contract amendment for West Park Dr. project wetland permitting:

Public Works Director Decur presented Amendment No. 1 to the West Park Drive LRIP Construction Project Agreement for additional wetland designs and permitting at a cost of \$4,880.00.

Motion by Warren and seconded by Klimek recommending Council approve Amendment No. 1 to the West Park Drive LRIP Construction Project Agreement for additional wetland designs and permitting at a cost of \$4,880.00 to be funded from Street Construction. Motion carried 2/0.

#### Seasonal grass cutting enforcement practices:

Public Works Director Decur inquired if the Committee wanted to implement the No Mow May for 2026. Discussion was held regarding low interest and the failure of participants to obtain a permit in the past. The Committee agreed to not implement No Mow May for 2026. No action taken.

Streets & Drainage report (see attached):

- Minimal flooding impacts.
- Sod & Mailbox repairs to begin.
- Street sweeping has begun.
- Yard waste collection is April 14 – May 22.
- West Park drive: tree removal began and road closure to begin June 1 with an August 28 projected completion date.
- Dumpster open with pickup still available. Fee schedule available online.
- A third-party local collection for electronics for free or reduced price is in the planning stage.

Other matters: None.

Set future meeting:

The next Streets & Drainage meeting was scheduled for Thursday, May 28, 2026, 4:30 p.m.

Motion by Warren and seconded by Klimek to adjourn at 4:58 p.m. Motion carried 2/0.



Tammy Kasal  
Clerk-Treasurer



## Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Vehicle: [Fleet] 2026 Ford F-150 (F1L) XL 4WD Reg Cab 8' Box ( Complete )

### Quote Worksheet

|                        | MSRP                                 |
|------------------------|--------------------------------------|
| Base Price             | \$42,305.00                          |
| Dest Charge            | \$2,795.00                           |
| Total Options          | \$3,393.00                           |
|                        | <b>Subtotal</b>                      |
|                        | <b>\$48,493.00</b>                   |
|                        | <b>Subtotal Pre-Tax Adjustments</b>  |
|                        | <b>\$0.00</b>                        |
| Less Customer Discount | (\$7,523.00)                         |
|                        | <b>Subtotal Discount</b>             |
|                        | <b>(\$7,523.00)</b>                  |
| Trade-In               | \$0.00                               |
|                        | <b>Subtotal Trade-In</b>             |
|                        | <b>\$0.00</b>                        |
|                        | <b>Taxable Price</b>                 |
|                        | <b>\$40,970.00</b>                   |
| Sales Tax              | \$0.00                               |
|                        | <b>Subtotal Taxes</b>                |
|                        | <b>\$0.00</b>                        |
|                        | <b>Subtotal Post-Tax Adjustments</b> |
|                        | <b>\$0.00</b>                        |
|                        | <b>Total Sales Price</b>             |
|                        | <b>\$40,970.00</b> ✓                 |

#### Comments:

2026 Ford F150 Regular Cab 4wd 8' Box to your specs as detailed. Registration fees are NOT included. Delivery cannot be anticipated due to current market conditions.

\_\_\_\_\_  
Dealer Signature / Date

\_\_\_\_\_  
Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 28141. Data Updated: Apr 2, 2026 1:49:00 AM UTC.

**Amendment No. 1 to the Agreement Dated January 29, 2025  
For Consulting Services**

**West Park Drive LRIP Construction Project  
Between the City of Peshtigo and Robert E. Lee & Associates, Inc.**

This amendment, dated April 21, 2026, is to provide additional engineering services for the West Park Drive LRIP Construction Project, as outlined below:

**PROJECT BACKGROUND**

The detailed design for West Park Drive experienced delays, primarily due to the wetland design and permitting process. There are two types of wetland permits issued by the Wisconsin Department of Natural Resources (WDNR):

- A general permit for wetland impacts not exceeding 10,000 square feet.
- An individual permit is required for impacts exceeding 10,000 square feet.

Initially, the project designed in summer 2025 anticipated obtaining an individual permit. However, in late summer to early fall 2025, REL developed a redesign aimed at reducing wetland impacts. Following this redesign, it was decided to retain a full sidewalk along the pathway, which resulted in a final design that necessitated an individual wetland permit.

**SCOPE OF WORK**

The following items were completed:

- Final design with sidewalk from Aubin Street to Emery Street to include a 3-foot terrace for snow storage and additional distance between pedestrians and vehicular traffic.
- Slope intercepts with side slopes to minimize impacts to the wetland and to the existing campground throughout the length of the project.
- Individual wetland permit submitted.

**COMPENSATION**

Robert E. Lee & Associates, Inc. will complete the work in accordance with the above Scope of Work for the following estimated amounts:

|                                                                                |                  |
|--------------------------------------------------------------------------------|------------------|
| Additional wetland designs and permitting ( <i>Total this Amendment</i> )..... | \$4,880          |
| Original Contract Price.....                                                   | <u>\$103,800</u> |
| Total Revised Contract .....                                                   | <b>\$108,680</b> |

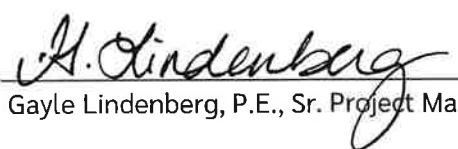
All other terms and conditions of the original agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Agreement as of the day and year first above written.

**ROBERT E. LEE & ASSOCIATES, INC.**

By:   
Jared G. Schmidt, P.E., President

Date: 04/21/2026

By:   
Gayle Lindenberg, P.E., Sr. Project Manager

Date: 04/21/2026

**CITY OF PESHTIGO**

By: \_\_\_\_\_  
Katie Berman, Mayor

Date: \_\_\_\_\_

# Memo

**To:** Streets & Drainage Committee

**From:** Matt Decur, Public Works Director

**Date:** April 30, 2026

**Re:** April 2026 Streets & Drainage Report

---

## Streets

- Minimal flooding impacts with heavy rains
- Sod & mailbox repairs
- Downtown & street sweeping

## Yard Waste

- Regular yard waste collection started April 14<sup>th</sup>, continues until May 22<sup>nd</sup>

## Planning and Projects

- West Park Drive
  - Tree removal work
  - June 1<sup>st</sup> – Road closure and excavation begins
  - Roadwork will be complete by August 28<sup>th</sup>

## Solid Waste/Recycling

- Dumpsters are open – 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month; pickup service is still available
- Dumpster and pickup fee schedule at <https://ci.peshtigo.wi.us/>
- FREE or reduced price collection events are being planned in Marinette County