

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

Members excused: Joel Ahrens.

Attending: Public Works Director Matt Decur, Parks & Recreation Director Lori Tonn, Interim Police Chief Derek Koronkiewicz, Officers Adam Hynnek & Cody Cohan, Michael Ryder, Gracelyn Giese–Peshtigo Times, Tonnie Schmidt, Jim & Lori Koronkiewicz, Denise & Dave Koronkiewicz, Emily Koronkiewicz, Elizabeth & DJ Koronkiewicz, Wendy, Kevin & Jennifer Harris, Richard Van Hefty, Greg & Cindie Salmen, Pete & Darlene Borkovec, and Rose Koronkiewicz.

Pledge of Allegiance.

Motion by Warren and seconded by Schmidt to approve the agenda as presented. Motion carried 5/0.

Minutes:

Motion by Warren and seconded by Sievert to approve the minutes of the May 5, 2026 Regular Meeting. Motion carried 5/0.

Public Hearing:

ORDINANCE NO. 2026-01 – An Ordinance Amending ORDINANCE 2020-02, ALL-TERRAIN (ATV) and UTILITY TERRAIN VEHICLES (UTV). This proposed ordinance allows ATVs and UTVs to operate within Badger Park on the improved trails and roads leading from the parking lot and main road to designated camp sites.

Mayor Berman opened the Public Hearing at 6:05 p.m.

Mayor Berman called three times for anyone to speak “for” or “against” Ordinance No. 2026-01 an Ordinance Amending Ordinance 2020-02, All-Terrain (ATV) and Utility Terrain Vehicles (UTV).

Public Hearing comments: None

Mayor Berman declared the Public Hearing closed at 6:08 p.m.

Persons desiring to be heard from the floor: None

Business and Communications:

- CliftonLarsonAllen, LLP Representative to summarize the City of Peshtigo year-end audit for December 31, 2025.

Representative Scott Sternhagen from CliftonLarsonAllen LLP presented the City of Peshtigo year-end audit for December 31, 2025. The Governance Communication, Governmental Fund Balances, General Fund Comparison of Budgeted and Actual Revenues and Expenditures, and Water & Sewer Utility Summaries were reviewed. Sternhagen reported the City is in good financial shape.

Motion by Warren and seconded by Sievert to approve the “Class B” Fermented Malt Beverage & Intoxicating Liquor Licenses as presented (see attached) pending background checks. Motion carried 5/0.

- Recommended Council approve the “Class A” Fermented Malt Beverage & Intoxicating Liquor Licenses as presented (see attached) pending background checks

Motion by Warren and seconded by Sievert to approve the “Class A” Fermented Malt Beverage & Intoxicating Liquor Licenses as presented (see attached) pending background checks. Motion carried 5/0.

- Recommended Council approve a Temporary Class “B” Beer License for Peshtigo Youth Baseball, Inc. for the Christopher Mylener Memorial Tournament, June 5–7, 2026, at Pine View Baseball Park, Fields 1 & 2.

Motion by Warren and seconded by O’Neill to approve a Temporary Class “B” Beer License for Peshtigo Youth Baseball, Inc. for the Christopher Mylener Memorial Tournament, June 5–7, 2026, at Pine View Baseball Park, Fields 1 & 2. Motion carried 5/0.

- Recommended Council approve increasing the court cost fee from \$38 to \$48.

Motion by Warren and seconded by Sievert to approve increasing the court cost fee from \$38 to \$48. Motion carried 5/0.

Personnel – May 14, 26, 27, 28 & June 1, 2026

- Recommended Council approve hiring the candidate selected in closed session for the Police Chief position with wages and benefits as also discussed in closed session.

Motion by Schmidt and seconded by Warren to approve hiring Derek Koronkiewicz for City of Peshtigo Police Chief effective July 1, 2026 as a full-time salaried working Chief at an annual salary of \$79,185 with benefits in accordance with the City of Peshtigo Employee Handbook and applicable city policy subject to successful completion of a background check and any remaining conditional offer requirements. The position shall also be subject to the 1,040 hour probationary period and first year review as outlined in the conditional offer of employment. Motion carried 5/0.

- Discuss/consider approval for advertising the Police position with the updated job description.

Motion by Schmidt and seconded by Warren to approve the updated Police Lieutenant job description and posting with the posting to close Friday, June 26, 2026 at 4:30 p.m. Motion carried 5/0.

- Discuss/consider hiring candidates for Firefighter position.

Motion by Schmidt and seconded by Warren to approve hiring Rebecca Wolfe for Firefighter position as recommended by the Personnel Committee as discussed in closed session. Motion carried 5/0.

Mayor Berman called the meeting to order at 5:00 p.m. with the following present: Alderpersons Debbie Sievert, Keith Klimek, Robert Warren, Joel Ahrens, and Tony O'Neill.
Members excused: Brigitte Schmidt

Attending: Public Works Director Matt Decur, Matthew Siegwart of Crosscut Maintenance Services.

Pledge of Allegiance.

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

Public Hearing:

Split of Crosscut Maintenance Services, LLC property at the south end of Rainbow Cir. described as Lot 1 of CSM 884 except Document #749480, Parcel No. 271-00702.00 by Certified Survey Map.

Mayor Berman opened the Public Hearing at 5:01 p.m.

Mayor Berman called three times for anyone to speak "for" or "against" the split of Crosscut Maintenance Services, LLC property at the south end of Rainbow Cir. described as Lot 1 of CSM 884 except Document #749480, Parcel No. 271-00702.00 by Certified Survey Map.

Public Hearing comments: None

Mayor Berman declared the Public Hearing closed at 5:02 p.m.

Persons desiring to be heard from the floor: None

Committee Reports:

Plan Commission – May 14, 2026

- Recommended Council approve the Certified Survey Map for Crosscut Maintenance Services, LLC for property located at the south end of Rainbow Cir. described as Lot 1 of CSM 884 except Document #749480, Parcel No. 271-00702.003 as presented.

Motion by Warren and seconded by Sievert to approve the Certified Survey Map, for Crosscut Maintenance Services, LLC, property located at the south end of Rainbow Cir. described as Lot 1 of CSM 884 except Document #749480, Parcel No. 271-00702.003 subject to the following agreements, understandings, and conditions:

1. The owner shall complete all necessary public services and improvements required for the Certified Survey Map, including but not limited to streets, sidewalks, sewer, water, and related public improvements.
2. The owner shall dedicate to the City all public streets, sidewalks, utilities, and other public improvements constructed by permit or otherwise as part of the Certified Survey Map, upon completion and acceptance by the City.
3. Approval of the Certified Survey Map is subject to Common Council approval of an agreement and loan to the owner, with such terms and conditions as determined necessary by the City Engineer and City Attorney.

NOTICE OF PUBLIC HEARING

CITY OF PESHTIGO

NOTICE IS HEREBY GIVEN that the City of Peshtigo Council will hold a PUBLIC HEARING on TUESDAY, JULY 7, 2026 at 6:00 P.M. in Council Chambers of the Peshtigo Municipal Building located at 331 French St., Peshtigo, WI 54157 to hear comments relative to:

The following proposed **Certified Survey Maps**:

- 1) Split of Stellar Center Peshtigo Times, LLC property at 841 Maple St. described as Lots 1 & 2 of CSM 652, Parcel Nos. 271-00624.000 and 271-00624.001 by Certified Survey Map.
- 2) Split of Joy Properties LLC property located on the west side of Brown Avenue at the intersection of Faucett St. described as Lots 47-51 of Block 44 of the Peshtigo Lumber Company's Subdivision, Parcel No. 271-02026.000 by Certified Survey Map.

The following **Zoning Change** request:

- 1) Request from Joy Properties LLC to change zoning of a property located on the west side of Brown Avenue at the intersection of Faucett St. described as Lots 50-51 of Block 44 of the Peshtigo Lumber Company's Subdivision, Parcel No. 271-02026.000 from I-1 General Industrial to R-2 Single-Family Residential.

The proposed Certified Survey Maps may be viewed at the Clerk's Office prior to the Hearing and during regular business hours Monday through Friday, 8:00 a.m. to 4:30 p.m. Please call 715-582-3041 first to schedule an appointment.

Tammy Kasal
Clerk-Treasurer

Publish: June 10, 2026
June 17, 2026

Post: June 10, 2026

CERTIFIED SURVEY MAP NO. _____

Lot 1 and part of Lot 2 in Certified Survey Map 652,
as recorded in Document Number 492069 in the
Marinette County Records and being located in part
of the Southeast 1/4 of the Southwest 1/4 in Section 20,
Town 30 North, Range 23 East, City of Peshtigo,
Marinette County, Wisconsin

OWNER
Stellar Center Peshtigo Times LLC
801 Maple Street
Peshtigo Wis. 54157

SCALE 1" = 100'



Bearings referenced to Grid North in the
Marinette County Coordinate System

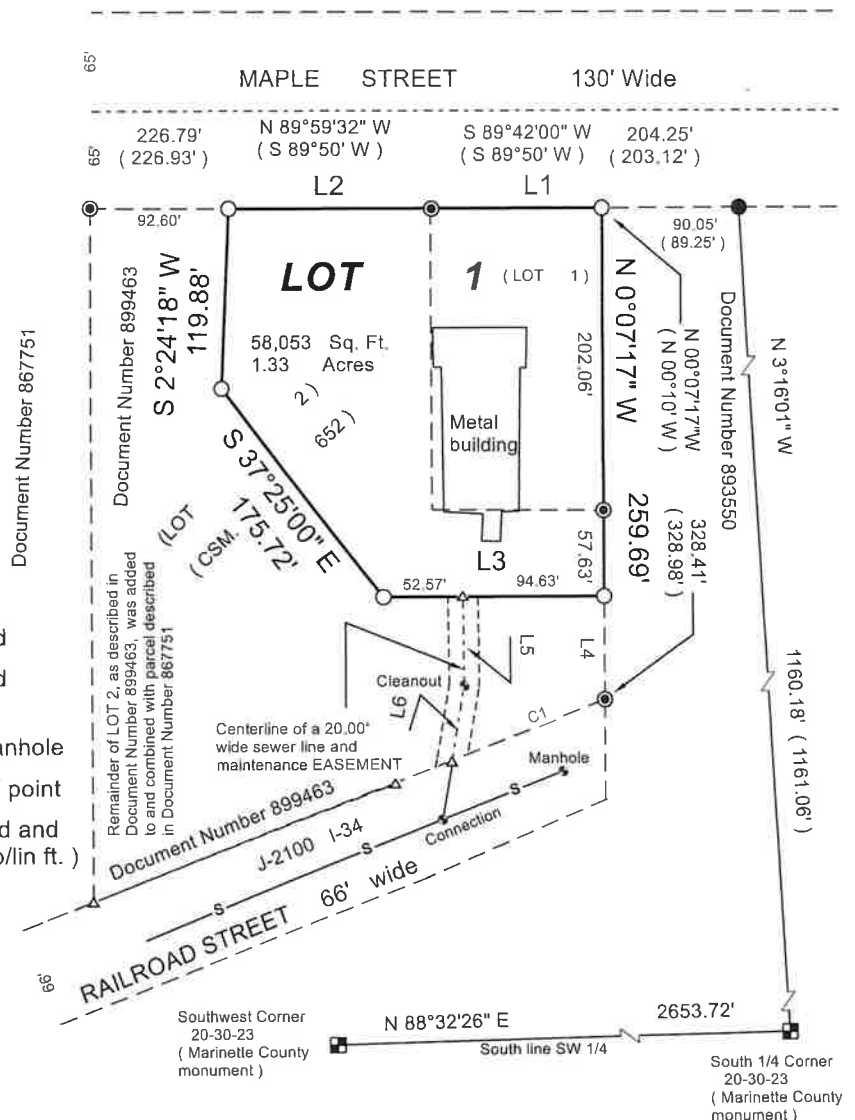
LEGEND

- Section Corner
- 2" iron pipe found
- ⊙ 1" iron pipe found
- Sewer cleanout, connection or manhole
- △ Computed ONLY point
- 3/4" x 18" iron rod and cap set (1.501 lb/lin ft.)
- () Recorded as



[Signature]
Hugh W. Guy Jr. PLS # 1301

DATED this 17th day of January, 2026.



CURVE	BEARING	HORIZ DIST	RADIUS	ARC	DELTA
C1	S68°14'36"W	110.57'	11344.00'	110.57'	0°33'30"
LINE	BEARING	HORIZ DIST			
L1	S89°42'00"W	114.20'			
L2	N89°59'32"W	134.19'			
L3	N89°54'36"E	147.20'			
L4	N0°07'17"W	68.72'			
L5	N0°31'15"W	59.18'			
L6	N9°31'27"E	51.09'			

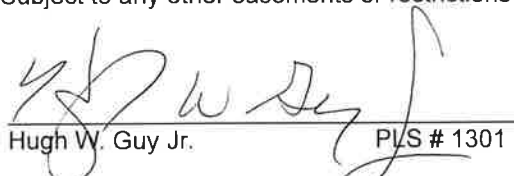
CERTIFIED SURVEY MAP NO. _____

CERTIFICATE

I, Hugh W. Guy Jr, Professional Land Surveyor, hereby certify that I have under the direction of Stelar Center Peshtigo Times LLC, Owner of said land, and that I have surveyed and mapped the lands hereon described and that this map is a correct representation of all the exterior boundaries of the land surveyed. I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Land Division Ordinance for the City of Peshtigo.

Lot 1 and part of Lot 2 in Certified Survey Map 652, as recorded in Document Number 492069 in the Marinette County Records and being located in part of the Southeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ in Section 20, Town 30 North, Range 23 East, City of Peshtigo, Marinette County, Wisconsin. Described as follows to-wit: Commencing at the Southwest Corner of Section 20; thence N88°32'26"E along the South line of the Southwest $\frac{1}{4}$ of Section 20, 2653.72' to the South $\frac{1}{4}$ Corner of Section 20; thence N03°16'01"W 1160.18' to a 2" iron pipe on the South line of Maple Street; thence S 89°42'00"W along the South line of Maple Street, 90.05' to a $\frac{3}{4}$ " iron rod marking the Northeast Corner of Lot 1 in Certified Survey Map 652, said point also marking the PLACE OF BEGINNING of the lands hereon described; thence continue S89°42'00"W along the South line of Maple Street and along the North line of Lot 1 in Certified Survey Map 652, 114.20' to a 1" iron pipe, marking the Northeast Corner of Lot 2 in Certified Survey Map 652; thence N89°59'32"W along the North line of Lot 2 in Certified Survey Map 652, 134.19' to a $\frac{3}{4}$ " iron rod, marking the Northeast Corner of a parcel described in Document Number 899463 in the Marinette County Records, thence S02°24'18"W along the East line of the parcel described in Document Number 899463, 119.88' to a $\frac{3}{4}$ " iron rod; thence S37°25'00"E along the Northeasterly line of the parcel described in Document Number 899463, 175.72' to a $\frac{3}{4}$ " iron rod; thence N89°54'36"E along the North line of the parcel described in Document Number 899463, 147.20' to a $\frac{3}{4}$ " iron rod on the East line of Certified Survey Map 652; thence N00°07'17"W along the East line of Certified Survey Map 652, 259.69' the place of beginning

Subject to any other easements or restrictions of record, if any.


Hugh W. Guy Jr. PLS # 1301

DATED this 17th day of January, 2026.



CERTIFIED SURVEY MAP NO. 652

OWNER CERTIFICATE

As Owners Agent, I hereby certify that I have caused the land described herein to be surveyed, divided and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the following for approval: The City of Peshtigo Wisconsin

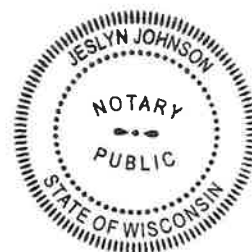

 Keith R. Boye President
 Stellar Center Peshtigo Times LLC.

Personally, came before me on this 24 day of March, 2026, the
 above, named Keith R. Boye, to me known to be the person that executed the
 foregoing instrument and acknowledge the same.

 10.225187
 Notary Public

County of Marinette, State of Wisconsin

My commission expires: May 12, 2030

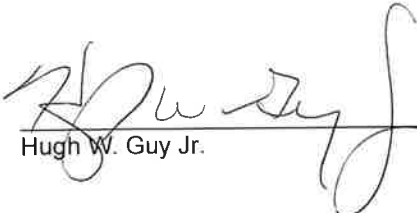


CERTIFICATE OF THE CITY OF PESHTIGO

Resolved that this Certified Survey Map, located in the City of Peshtigo, Marinette
 County Wisconsin, has hereby been reviewed and approved for recording
 by the City Council, on this _____ day of _____, 2026.

 Mayor

 Clerk

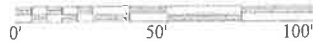

 Hugh W. Guy Jr. PLS # 1301

DATED this 17th day of January, 2026.



SURVEY OF LOTS 47,48,49 AND 50 OF BLOCK 44 OF PESHTIGO LUMBER COMPANY'S SUBDIVISION ALL IN PART OF SECTION 30, T30N, R23E, CITY OF PESHTIGO, MARINETTE COUNTY, WISCONSIN

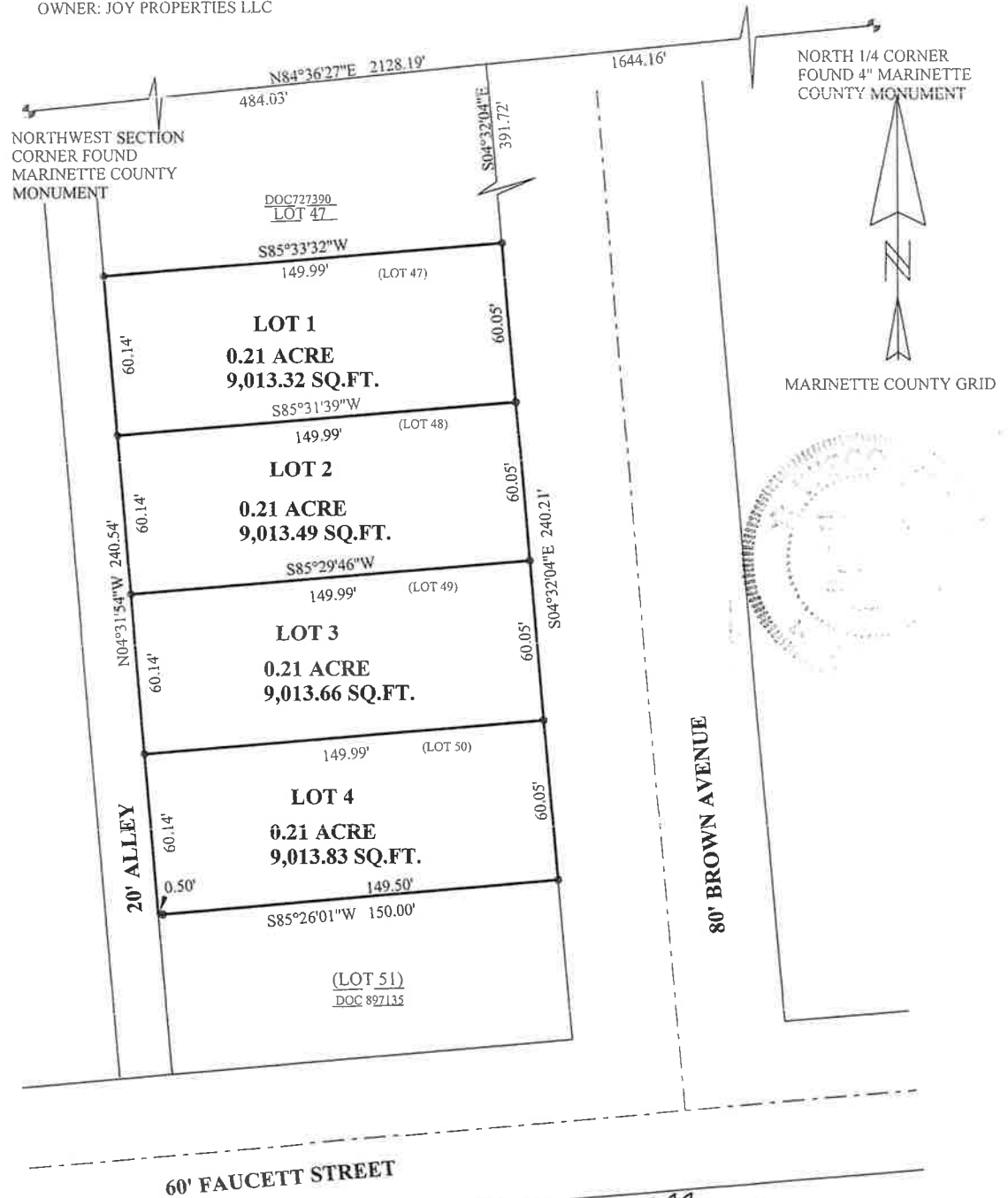
LEGEND



SCALE: 1" = 50'

• = SET 3/4" X 18" IRON REBAR (1,50lb/ft)

OWNER: JOY PROPERTIES LLC



Thomas J. McGuire
THOMAS J MCGUIRE PLS 1783

DATE: 03-03-2026

CERTIFIED SURVEY MAP

VOL

PAGE

SURVEYORS CERTIFICATE:

I, Thomas J. McGuire, Registered Land Surveyor, do hereby certify that I have surveyed, divided and mapped, all of Lots 47,48,49 and 50 of block 44 of Peshtigo Lumber Company's Subdivision of Block 29,33, and 44 all in part of the fractional NW 1/4 of Section 30, T30N, R23E, City of Peshtigo, Marinette County, Wisconsin. Described as follows:

Commencing at the Northwest corner of said Section; thence N 84° 36' 27" E along Section line, a distance of 484.03 feet; thence S 04° 32' 04" E, a distance of 391.72 feet to an iron rebar on the West line of Brown Avenue and the **POINT OF BEGINNING**; thence continuing S 04° 32' 04" E along said line, a distance of 240.21 feet to an iron rebar; thence S 85° 26' 01" W, a distance of 150.00 feet to a point on the East line of an Alley; thence N 04° 31' 54" W along said line, a distance of 240.54 feet to an iron rebar; thence N 85° 33' 32" E, a distance of 149.99 feet to the **POINT OF BEGINNING**; said described tract containing 1.03 acres (43,068.31 square feet), more or less.

I FURTHER CERTIFY:

That I have made such survey and plat by the direction of Joy Properties L.L.C. owner, that the plat is a correct representation of the exterior boundaries of the land, surveyed and division thereof. That I have complied with the provisions of Chapter 236.34 of the Marinette County Wisconsin Statutes, dated this 6th day of March, 2026


Thomas J. McGuire RLS 1783

OWNERS CERTIFICATE:

As owner I hereby certify that I have caused the land described on this map to be dedicated, surveyed, divided and mapped as represented on this map.

Daryl Joy Member

CITY OF PESHTIGO APPROVAL:

This map has been reviewed, accepted and approved on this date: _____

City Clerk

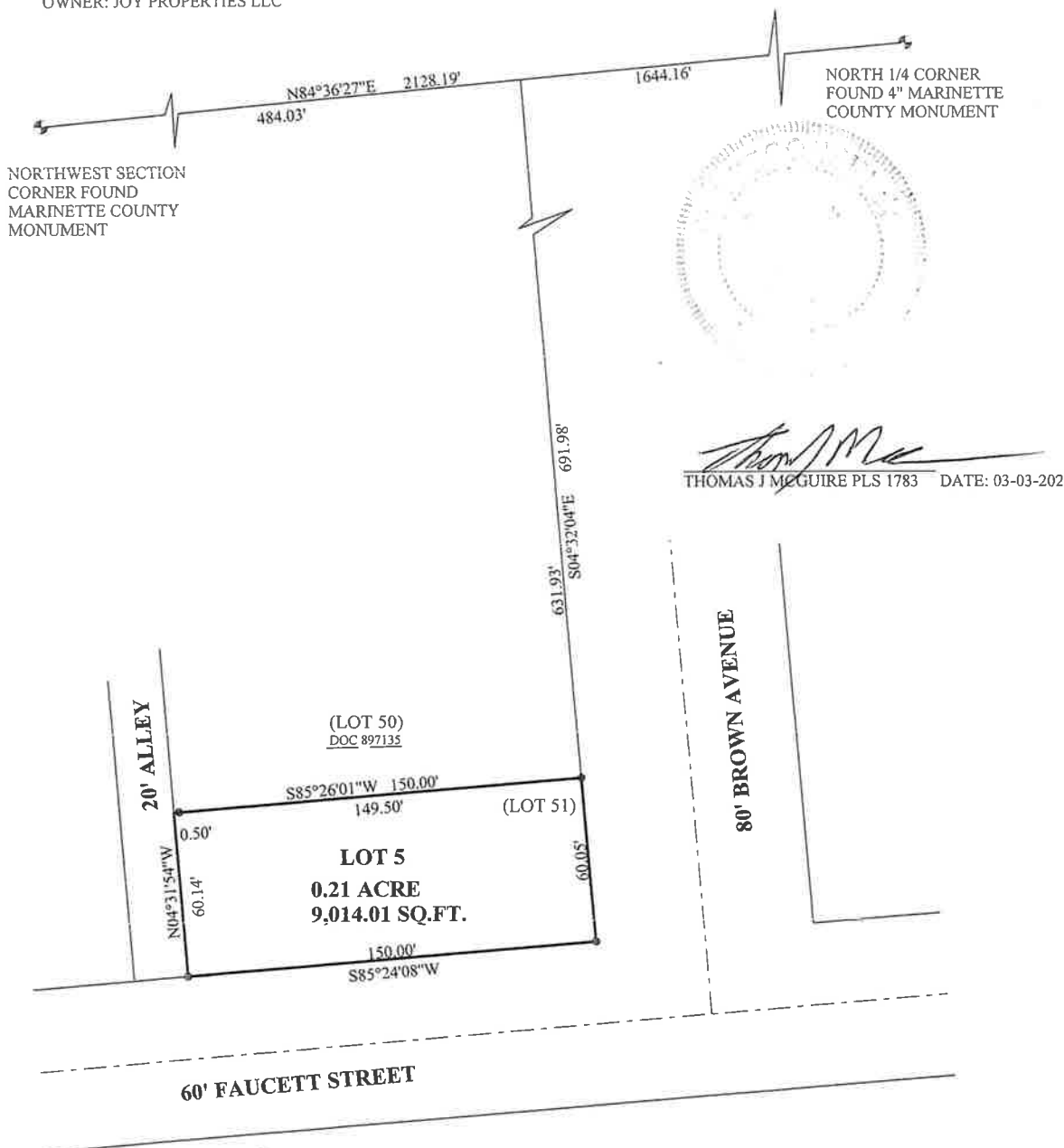
Mayor

**SURVEY OF LOTS 51 OF BLOCK 44 OF PESHTIGO LUMBER COMPANY'S
SUBDIVISION ALL IN PART OF SECTION 30, T30N, R23E, CITY OF PESHTIGO,
MARINETTE COUNTY, WISCONSIN**

LEGEND
0' 50' 100'
SCALE: 1" = 50'
● = SET 3/4" X 18" IRON REBAR (1.50lb/ft)

MARINETTE COUNTY GRID

OWNER: JOY PROPERTIES LLC



CERTIFIED SURVEY MAP

VOL

PAGE

SURVEYORS CERTIFICATE:

I, Thomas J. McGuire, Registered Land Surveyor, do hereby certify that I have surveyed, divided and mapped, all of Lot 2 51 of Block 44 of Peshtigo Lumber Company's Subdivision of Block 29,33, and 44 all in part of the fractional NW 1/4 of Section 30, T30N, R23E, City of Peshtigo, Marinette County, Wisconsin. Described as follows:

Commencing at the Northwest corner of said Section; thence N 84° 36' 27" E along Section line, a distance of 484.03 feet; thence S 04° 32' 04" E, a distance of 631.93 feet to an iron rebar on the West line of Brown Avenue and the **POINT OF BEGINNING**; thence continuing S 04° 32' 04" E along said line, a distance of 60.05 feet to an iron rebar on the North line of Faucett Street; thence S 85° 24' 08" W along said line, a distance of 150.00 feet to an iron rebar on the East line of an Alley; thence N 04° 31' 54" W along said line, a distance of 60.14 feet; thence N 85° 26' 01" E, a distance of 150.00 feet to the **POINT OF BEGINNING**; said described tract containing 0.21 acre (9,014.01 square feet), more or less.

I FURTHER CERTIFY:

That I have made such survey and plat by the direction of Joy Property's L.L.C. owner, that the plat is a correct representation of the exterior boundaries of the land, surveyed and division thereof. That I have complied with the provisions of Chapter 236.34 of the Marinette County Wisconsin Statutes, dated this 6th day of March, 2026



Thomas J. McGuire RLS 1783

OWNERS CERTIFICATE:

As owner I hereby certify that I have caused the land described on this map to be dedicated, surveyed, divided and mapped as represented on this map.

Daryl Joy Member

CITY OF PESHTIGO APPROVAL:

This map has been reviewed, accepted and approved on this date: _____

City Clerk

Mayor

Sheet 2 of 2



CITY OF PESHTIGO BUILDING INSPECTION DEPARTMENT

[illegible]

MINUTES

JUDICIARY

MONDAY, JUNE 8, 2026 – 4:30 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

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

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, Attorney David Spangenberg, Interim Police Chief Derek Koronkiewicz, Garrett Bach, Nancy Camp-Nelson, Shannon Bickel, Jason & Missy Mech, and Tonnie Schmidt.

Chair O'Neill called the meeting to order at 4:30 p.m.

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

Motion by Ahrens and seconded by O'Neill to approve the minutes of April 9, 2026. Motion carried 3/0.

Review compliance of maximum dog allowance waiver at 211 Maple St.:

The February 16, 2024 Council meeting discussion on waiver conditions was reviewed. A memo from Mayor Berman (see attached) summarizing the background, current concerns, possible information request, policy considerations, recommendations for consideration, and potential actions. Garrett Back stated there are currently seven dogs and one cat at the residence. Discussion was held on the compliance of fostering and rescuing Borzois as originally approved. Currently no dogs have been rehomed. All dogs have been retained by the Bach and Camp-Nelson. Bach and Camp-Nelson denied ever stating they foster dogs.

Discussion was held on solutions to return the property at 211 Maple St. back to compliance with a maximum of two dogs. A time frame was explored. Bach and Camp-Nelson agreed to a three-year timeline to return to the allowed two dog limit.

Motion by Klimek and seconded by Ahrens recommending Council rescind the waiver of dog allowance limit of eight at 211 Maple St. and return to ordinance compliance of a maximum of two dogs within three years. Motion carried 3/0.

Manufactured/ Mobile Home Ordinance:

Discussion was held on possibly updating the proposed ordinance with input from park owners. Mayor Berman, Clerk-Treasurer Kasal and Attorney David Spangenberg will hold a meeting with mobile court owners to review the proposed Manufactured/Mobile Home Ordinance and report back to the Committee.

Hunting on City owned property outside city limits:

Public requests have been received in the past to hunt on City property outside of the city limits. Additional information will be collected, and discussion will be held at the next meeting.

ORDINANCE NO. 2026-02

Amending Section 18-44 of City Ordinance -
Adoption of NFPA 1 Fire Code

THE MAYOR AND COMMON COUNCIL OF THE CITY OF PESHTIGO, MARINETTE COUNTY, WISCONSIN DOES HEREBY ORDAIN AS FOLLOWS:

That Article III. Fire Code, Sec. 18-44 of the Code of Ordinances, City of Peshtigo, Wisconsin is hereby revised and amended in its entirety to read as follows:

Sec. 18-44. Adoption of NFPA 1 Fire Code.

(a) *Uniform Fire Code adopted.* Wisconsin has incorporated NFPA 1 into SPS 314 and allows municipalities to adopt equivalent fire code requirements by ordinance. Therefore, the City of Peshtigo hereby adopts and incorporates by reference the provisions of Wisconsin Administrative Code Chapter SPS 314, including the most current version of the NFPA 1, Fire Code, as the "Fire Prevention Code" of the City of Peshtigo, and from the date on which this Ordinance shall take effect, the provisions thereof shall be controlling within the limits of the City of Peshtigo. Compliance shall be made with the provisions of the DSPS and the most current editions of NFPA, including NFPA Chapters NFPA 1, NFPA 101, SPS 314, and the International Building Code (IBC), as it relates to fire protection. Copies of the current edition of NFPA 1 are on file and open to inspection by the public in the office of the Fire Chief of the City of Peshtigo.

(b) *Permits.* Permits required by this Fire Prevention Code shall be obtained from the Chief of the Fire Department for the City, or his or her designee, prior to commencing activities requiring a permit under the adopted code.

(c) *Enforcement.* The Fire Chief of the City of Peshtigo Fire Department, or his or her designee, shall administer and enforce the provisions of this ordinance and the adopted Fire Prevention Code.

(d) *Inspections.* The Fire Chief or authorized representatives may conduct inspections of buildings, structures, and premises as authorized by state law and municipal ordinance to determine compliance with the adopted fire code.

(e) *Violations and Penalties*

Any person who violates any provision of this ordinance or the adopted Fire Code shall be subject to the penalties established by the Municipal Code. Each day a violation continues shall constitute a separate offense.

(e) *Appeals*

Any person aggrieved by an order or decision of the enforcing official may appeal to the Zoning Board of Appeals within 30 days from the date of the decision which is the subject of the appeal or as otherwise authorized by Wisconsin law.

ORDINANCE NO. 2026-03
Amendment to Disorderly Conduct Offense

WHEREAS, it is the intent of this amendment to prohibit only unprotected conduct and constitutionally unprotected categories of speech while preserving all protected expressive activity;

NOW, THEREFORE, the Common Council of the City of Peshtigo, Wisconsin do ordain as follows:

Section 28-29 of the Code of Ordinances, City of Peshtigo, Wisconsin is hereby amended to read in its entirety as follows:

Chapter 28

Article II. Offenses Against Public Safety and Peace

Sec. 28-29 Disorderly Conduct.

(a) *Purpose and Intent.*

This section shall be interpreted narrowly so as to prohibit only conduct that materially disrupts public order or creates a substantial risk to public safety. This section shall not be construed to prohibit constitutionally protected speech or expressive conduct.

(b) *Prohibited Conduct.*

No person shall intentionally, knowingly, or recklessly engage in disorderly conduct under circumstances in which the conduct tends to cause or provoke a disturbance, public inconvenience, alarm, or breach of the peace.

A person engages in disorderly conduct when the person:

- (1) Engages in fighting or violent conduct;
- (2) Engages in violent, threatening, or tumultuous behavior creating a substantial risk of physical injury to another person or damage to property;
- (3) Makes unreasonable noise that substantially interferes with the use and enjoyment of public or private property after warning or notice to cease when reasonably feasible under the circumstances;
- (4) Obstructs pedestrian or vehicular traffic without lawful authority or refuses to comply with a lawful order to disperse issued for public safety purposes;
- (5) Disrupts or interferes with any lawful assembly, meeting, governmental proceeding, business operation, school activity, or public event by physical acts or conduct that substantially impairs the orderly conduct thereof;
- (6) Creates a hazardous or physically offensive condition by an act serving no legitimate lawful purpose and presenting an objective risk to public health or safety; or
- (7) Uses personally directed fighting words likely to provoke an immediate violent response from an ordinary person under the circumstances.

Adopted this _____ day of _____, 2026.

OFFERED BY:

Aldersperson

SECONDED BY:

Aldersperson

APPROVED:

Katie Berman, Mayor

ATTEST:

I hereby certify that the foregoing ordinance was duly adopted by the City of Peshtigo at a legal meeting on this _____ day of _____, 2026.

Tammy Kasal
City Clerk-Treasurer

MINUTES

WATER & SEWER

TUESDAY – JUNE 9, 2026 – 8:30 A.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

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

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, Deputy Clerk-Treasurer Kathy Kennedy, and Public Works Director Matt Decur.

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

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

Minutes:

Motion by Meintz and seconded by Warren to approve the minutes of May 12, 2026. Motion carried 5/0.

Water & Sewer disbursements:

The disbursements for Water & Sewer were reviewed.

Communications:

Discuss/consider WWTP Operator job description, progression, and wage schedule:

Public Works Director Matt Decur outlined the proposed WWTP Operator job description, employee progression plan, and wage schedule. Following discussion, the committee expressed support for the suggested job description and progression structure, subject to review and consideration by the Personnel Committee.

Discuss/consider changes to 2026 2nd Level WWTP Operator wage:

Public Works Director Matt Decur presented the proposed 2026 Second-Level WWTP Operator wage. Discussion was held regarding Operator wages. The matter was referred to the Personnel Committee for review and consideration.

Discuss/consider internal posting for Wastewater Treatment Plant Lead Operator / Operator in Charge:

Discussion was held regarding the internal posting for the Wastewater Treatment Plant Lead Operator / Operator in Charge position. The committee concurred with Public Works Director Matt Decur's recommendation to post the position internally on July 8, 2026, in anticipation of the upcoming retirement of the current Lead Operator.

Discuss/consider Compliance Maintenance Annual Report (CMAR) Resolution:

Resolution WS-2026-01 Compliance Maintenance Annual Report (CMAR) Resolution was reviewed and discussed.

Motion by Gryzwa and seconded by Meintz to approve Resolution WS-2026-01 Compliance Maintenance Annual Report (CMAR) Resolution. Motion carried 5/0.

COMPLIANCE MAINTENANCE RESOLUTION

WS-2026-01

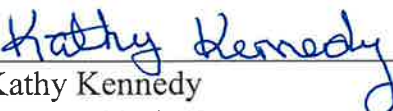
RESOLVED THAT THE CITY OF PESHTIGO informs the Department of Natural Resources that the following action was taken by the Water and Sewer Committee:

1. Reviewed the 2025 Compliance Maintenance Annual Report which is attached to the Resolution:

Passed on this date June 9, 2026.



Dan Seymour, Chairman



Kathy Kennedy
Deputy Clerk-Treasurer



Compliance Maintenance Annual Report

Peshtigo Wastewater Treatment Facility

Last Updated: Reporting For:
6/5/2026 **2025**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	0.4268	x	133	x	8.34	=	473
February	0.3164	x	179	x	8.34	=	473
March	0.6802	x	103	x	8.34	=	582
April	1.0359	x	55	x	8.34	=	478
May	0.7129	x	95	x	8.34	=	567
June	0.5138	x	110	x	8.34	=	471
July	0.7386	x	106	x	8.34	=	653
August	0.4315	x	138	x	8.34	=	496
September	0.3159	x	178	x	8.34	=	469
October	0.2632	x	199	x	8.34	=	437
November	0.2350	x	245	x	8.34	=	479
December	0.2233	x	225	x	8.34	=	420

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	2.474	x	90	=	2.2266
		x	100	=	2.474
Design BOD, lbs/day	3691	x	90	=	3321.9
		x	100	=	3691

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

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Peshtigo Wastewater Treatment Facility

Last Updated: Reporting For:
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☐ Yes

☒ No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

☐ Yes

☒ No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

☐ Yes

☐ No

☒ N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Peshtigo Wastewater Treatment Facility

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6/5/2026 **2025**

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.347	1	0
February	1	0.380	1	0
March	1	0.433	1	0
April	1	0.329	1	0
May	1	0.500	1	0
June	1	0.525	1	0
July	1	0.495	1	0
August	1	0.602	1	0
September	1	0.553	1	0
October	1	0.505	1	0
November	1	0.377	1	0
December	1	0.309	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

We had no violations.

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing

1.1 Was your wastewater treatment plant adequately staffed last year?

● Yes

○ No

If No, please explain:

Could use more help/staff for:

1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?

● Yes

○ No

If No, please explain:

2. Preventative Maintenance

2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?

● Yes (Continue with question 2) ☐☐

○ No (40 points) ☐☐

If No, please explain, then go to question 3:

2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?

● Yes

○ No (10 points)

2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?

● Yes

○ Paper file system

○ Computer system

● Both paper and computer system

○ No (10 points)

0

3. O&M Manual

3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?

● Yes

○ No

4. Overall Maintenance /Repairs

4.1 Rate the overall maintenance of your wastewater plant.

○ Excellent

○ Very good

● Good

○ Fair

○ Poor

Describe your rating:

We try to maintain most of our equipment in house, but also use outside vendors when needed.

Compliance Maintenance Annual Report

Peshtigo Wastewater Treatment Facility

Last Updated: Reporting For:
6/5/2026 2025

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

RICHARD A SPARKS

Certification No:

35802

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- Yes
- No
- N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- Yes
- No
- N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff

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Financial Management

1. Provider of Financial Information

Name:

Matt Decur

Telephone:

(715) 504-0894

(XXX) XXX-XXXX

E-Mail Address
(optional):

mattd@ci.peshtigo.wi.gov

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

● Yes (0 points) ☐

○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2023

● 0-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

● Yes (0 points)

○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2023

● 1-2 years ago (0 points) ☐

○ 3 or more years ago (20 points) ☐

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 431,096.76

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$ 0.00

3.2.3 Adjusted January 1st Beginning Balance

\$ 431,096.76

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$ 189,597.73

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	9,656	307
February	7,790	285
March	7,749	187
April	8,964	73
May	4,167	13
June	4,052	8
July	4,612	5
August	3,496	8
September	3,309	7
October	3,056	75
November	5,248	244
December	8,851	292
Total	70,950	1,504
Average	5,913	125

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☒ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- ☒ No
- ☐ Yes

Year:

By Whom:

Describe and Comment:

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7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

● No

○ Yes

If Yes, how is the biogas used (Check all that apply):

☐ Flared Off

☐ Building Heat

☐ Process Heat

☐ Generate Electricity

☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

○ No

● Yes

☒ Entire facility

Year:

2020

By Whom:

Robert E Lee

Describe and Comment:

variable speed drives and blower system

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

☒ Yes

☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

☒ Yes

☐ No (30 points)

☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Sewer main televising & cleaning 5% per year
Review budgets for repair & rehab projects annually
Continue to implement public education for fats, oil, and grease control and flushable wipe disposal

Did you accomplish them?

☐ Yes

☒ No

If No, explain:

televising was not completed in 2025; additional televising will take place in 2026

☒ Organization [NR 210.23 (4) (b)] ☐

Does this chapter of your CMOM include:

☒ Organizational structure and positions (eg. organizational chart and position descriptions)

☒ Internal and external lines of communication responsibilities

☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2019-06-04

Does your sewer use ordinance or other legally binding document address the following:

☒ Private property inflow and infiltration

☐ New sewer and building sewer design, construction, installation, testing and inspection

☒ Rehabilitated sewer and lift station installation, testing and inspection

☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

☒ Equipment and replacement part inventories

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Private sewer I/I removal	0	% of system/year
River or water crossings	0	% of private services
	100	% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below:		
River crossings inspected weekly.		

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

29.42	Total actual amount of precipitation last year in inches
32.6	Annual average precipitation (for your location)
19.61	Miles of sanitary sewer
8	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
4	Number of complaints
	Average daily flow in MGD (if available)
	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.05	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.20	Complaints (number/sewer mile)
	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume
0	6/4/2025 3:57:00 AM - 6/5/2025 12:58:00 AM	N 1890 harbour Road peshtigo Wi, 54157	Equipment Failure	1,200

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?

replaced failed equipment and installed secondary check valve

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

☒ Yes
☐ No

If Yes, please describe:

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Grading Summary

WPDES No: 0030651

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			32	128
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

MINUTES

STREETS & DRAINAGE

TUESDAY – JUNE 16, 2026, 4:30 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Robert Warren, Keith Klimek and Joel Ahrens.

Others Attending: Mayor Katie Berman, Public Works Director Matt Decur, Parks & Recreation Director Lori Tonn, and Alderman Tony O'Neill.

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

Motion by Warren and seconded by Klimek to approve the agenda as presented.

Motion carried 3/0.

Minutes:

Motion by Warren and seconded by Klimek to approve May 28, 2026, meeting minutes.

Motion carried 3/0.

Pay application for West Park Dr. Reconstruction Project:

The Committee reviewed Pay Application No. 1 for the West Park Drive Reconstruction Project for work completed through the previous week. Work included tree removal, clearing and grubbing, saw cutting and removal of asphalt in the Emery Avenue intersection, and storm sewer installation in the intersection.

The total value of work completed was \$81,514.35. A 5% retainage was withheld, resulting in a payment amount of \$77,483.38. It was explained that the retainage is held as security to ensure completion of the project.

Motion by Warren, second by Klimek, to recommend Council approve Pay Application No. 1 for the West Park Drive Reconstruction Project in the amount of \$77,483.38.

Motion carried 3/0.

Street Use/Event Permit for Peshtigo Fire Museum's Ice Cream Social on August 2, 2026:

The Committee reviewed the street use/event permit for the Peshtigo Fire Museum Ice Cream Social scheduled for August 2, 2026. The application appeared to be in order. DPW stated there were no concerns and that barricades and garbage cans would be dropped off prior to the event and picked up afterward.

The Committee discussed waiving the additional fees for barricades and garbage cans, consistent with past practice for nonprofit events.

Motion by Warren, second by Klimek, to recommend Council approve the street use/event permit for the Peshtigo Fire Museum Ice Cream Social and waive the barricade and garbage can fees.

Motion carried 3/0.

Street Use/Event Permit for Zion Church Classic Car Show on July 25, 2026:

The Committee discussed the request for the Zion Church Classic Car Show scheduled for July 25, 2026. A letter had been received; however, no completed permit application had been submitted. It was noted that applications had previously been dropped off for this event and the Touch-a-Truck event, but no completed applications had been returned.

The street crew is working on crack filling on French Street in anticipation of striping long lines, bike lanes, and the center line later this summer. Alley maintenance, graveling, and grading were completed earlier in the month. Crews are also working on painting and striping crosswalks throughout the City.

Brush pickup continues, along with alley-side pickup of leaves and grass as time allows. The yard waste dump site at the City garage remains available for leaves and grass.

Solid waste and recycling dumpsters will be open July 6 and July 20. Pickup service remains available. Waste oil is drop-off only and may be placed in the designated cage on the south side of the City garage. A contractor picks up the waste oil when the tank is full.

Other Matters Pertaining to Streets and Drainage:

Discussion was held regarding the West Park Drive construction impacts on the campground and park. It was noted that the project has not caused significant issues for campground or park use.

Other matters: None.

Set future meeting:

The next Streets & Drainage meeting was scheduled for Tuesday, July 21, 2026, at 4:30 p.m.

Motion by Warren and seconded by Klimek to adjourn at 4:51 p.m.
Motion carried 3/0.

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

Katie Berman
Mayor

01454

OWNER COPY
ENGINEER COPY
CONTRACTOR COPY
FILE COPY

SECTION 00 62 76
APPLICATION FOR PAYMENT NO. 1

To: City of Peshtigo
From: Peters Concrete Company
Contract: 3589-26-01
Project: 2026 W Park Drive Reconstruction
For work accomplished through the date of: 6/12/2026

1. Original Contract Price:	\$453,225.50
2. Add (Deduct) by Revised Quantities:	
3. Net change by Change Orders and Written Amendments (+ or -):	
4. Current Contract Price (1 plus 2 plus 3):	\$453,225.50
5. Total completed and stored to date:	\$ 81,514.35
6. Retainage (per Agreement): * 5% of first 50% completed / 2.5% after 50% completed	
* 5.00% % of first 50% of completed work:	\$ 4,075.72
% of stored material:	\$ -
Total Retainage:	\$4,075.72
7. Total completed and stored to date less retainage (5 minus 6):	\$77,438.63
8. Less previous Application for Payments:	\$0.00
9. Due this Application (7 minus 8):	\$77,438.63

Record of Previous Payments:

1.	
2.	
3.	

APPROVED
By mjd at 6:24 am, Jun 19, 2026

5736-0288
STREET CONSTRUCTION

Sub-Total \$0.00

Accompanying Documentation:

SUBMITTED:

By: Tracy Behnke
CONTRACTOR (Authorized Signature)

Date: 6/15/2026

RECOMMENDED:

By: A. Lindenberg
ENGINEER (Authorized Signature)

Date: 6/15/2026

APPROVED:

By: Matthew J. Perre
OWNER (Authorized Signature)

Date: 06/19/2026

APPROVED:

By: _____

Date: APPLICATION FOR PAYMENT

Permit Application

Name of the event: Peshtigo Fire Museum/ Ice cream Social (For America 250 celebration)

Name of organization and contact and/or the individual(s) responsible for application: Peshtigo Historical Society - Laura Marotz - President ^{Jmarotz@new.rr.com} 715-938-6287

Physical address of applicant or organization: 400 Oconto Ave. Peshtigo, WI
Peshtigo Fire Museum (City owned property) ^{* we have liability Ins. can give copies upon request - u}

Email address: peshtigohistorical@gmail.com

Applicant Phone Number: 715-938-6287 cell landline: 715-582-4852

Day-of Contact Person and Information: Laura Marotz 715-938-6287

Please indicate here if the applicant is the individual in charge of the event. Y/N If there is a secondary contact, please list Name, Phone, Address and email address as well: Mike & Mary Jo Seidl
150 S. Nocquebay - Peshtigo 1-715-929-2803 ^{mnmseidl@hotmail.com}

Estimated number of persons participating: 150-200-?

Date, start and end times requested for street use and/or park location: Sun Aug 2nd. 2026
(rain date Sun Aug 9th 2026) 11:00am Setup/Start Noon 12:00 - end 3:00 PM PM

Please list additional day/time for setup and take down of event: _____

We will start setting up at 11:00am on day of event

Street and/or Park where event is being held: Side of Museum (Ellis to green street)

Accurate description of the portion of the street(s) and parks (or portions of) being requested for use (attach maps if necessary): Ellis Ave (corner by Museum) down to Green Street by High School.

OFFICE USE ONLY

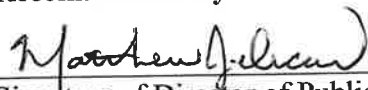
Estimated cost of City services requested/notes (to be completed by Department Heads): _____

\$150 BARRICADES

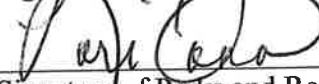
\$10 GARBAGE

Requirements of Applicant: BARRICADES + GARBAGE WILL BE DELIVERED 7/31
AND CAN BE SET UP BY APPLICANT DAY OF EVENT; BARRICADES + GARBAGE
WILL BE PICKED UP DAY AFTER EVENT.

Recommended by:

 (Y/N)
Signature of Director of Public Works

 (Y/N)
Signature of Chief of Police

 (Y/N)
Signature of Parks and Recreation Director

 (Y/N)
Signature of Fire/EMS Chief

Decision of City Council (required):
 Approved Denied

Date Approved _____

Total Amount to be Paid \$ _____ **Rec. #** _____

Permit Fees will include \$50 administrative fee plus other costs as determined by City Staff.

GL 10-44130
Code 128

Other costs may include, but are not limited to:

- Traffic Barricades, first 8 no charge, \$5.00 each additional
- Traffic Signs (i.e., Road Closed), No Charge for First 4, \$5.00 each additional
- Traffic Control Equipment Delivery and Pick up, Hourly rate for 2 workers, truck & trailer: \$150.00
- Extra garbage can, \$10.00 each additional

GL 10-46315
Code 207

Permit fees to be paid no later than one week prior to event.

CITY OF PESHTIGO
(715) 582-3041

REC#: 00003385 5/20/2026 12:12 PM
OPER: FD TERM: 004
REF#: ST USE/PESH FIRE MUS
PAID BY: PESHTIGO FIRE MUSEUM

TRAN: 128.0000 L&P-CIG/ST/MISC
10 -44130
 LICENSE & PERMITS - 50.00CR

TENDERED: 50.00 CASH
APPLIED: 50.00-

CHANGE: 0.00

Permit Application

Name of the event: Zion Car Show

Name of organization and contact and/or the individual(s) responsible for application: _____

Ed Vieth Zion Lutheran Church

Physical address of applicant or organization: Zion Lutheran Church

221 S. Ellis Ave Peshtigo, WI 54157

Email address: Zionsecretary715@gmail.com

Applicant Phone Number: (715) 582-3680

Day-of Contact Person and Information: Ed Vieth (715) 938-0368

Please indicate here if the applicant is the individual in charge of the event. ☒ Y ☐ N If there is a secondary contact, please list Name, Phone, Address and email address as well: _____

Glen Herman 262-719-2270

Estimated number of persons participating: 100-150

Date, start and end times requested for street use and/or park location: 7-25-26

7:00 am - 3:00 pm

Please list additional day/time for setup and take down of event: 7-24-26

Street and/or Park where event is being held: Ellis Avenue - 200 block

Accurate description of the portion of the street(s) and parks (or portions of) being requested for use (attach maps if necessary): we ask to block off

200 block of Ellis Avenue and
use of Harper Park as area of overflow

Description of event with details, example, music, food, bouncy house, games, or alcoholic beverages being served: _____

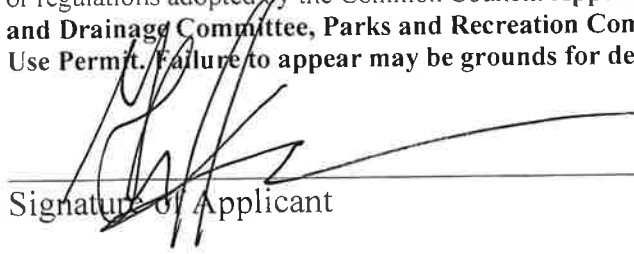
Food - Zion provides
music

City services requested for the event (e.g., Public Works Department, Parks and Recreation, Police Department or Fire/EMR Departments) and times you need these, example extra garbage cans, barricades or traffic signs: _____

NA

Are garbage cans provided? We may
need extra

The applicant agrees to indemnify, defend, and hold the City and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the City or account of any injury to, or death of, any persons or any damage to property caused by or resulting from the activities for which the permit is granted. This Street Use Permit for the event may be terminated by the Peshtigo Police Department if the health, safety, and welfare of the public appears to be endangered by the activities or if the event is in violation of any of the conditions of the permit or regulations adopted by the Common Council. **Applicant understands they shall be present when the Streets and Drainage Committee, Parks and Recreation Committee or City Council considers the request for Street Use Permit. Failure to appear may be grounds for denial of the requested permit.**


Signature of Applicant

6-17-26

Date

Signature of Representative from City Clerks Office

Date

OFFICE USE ONLY

Estimated cost of City services requested/notes (to be completed by Department Heads): _____

#150 BARRICADES DELIVERY + PICKUP

Requirements of Applicant: SET UP + TAKE DOWN ROAD CLOSURE BARRICADES
BEFORE + AFTER THE EVENT

Recommended by:

 Y/N
Signature of Director of Public Works

 Y/N
Signature of Chief of Police

Signature of Parks and Recreation Director

Decision of City Council (required):
_____Approved_____Denied

 Y/N
Signature of Fire/EMS Chief

Date Approved _____

Total Amount to be Paid \$ _____ **Rec. #** _____

Permit Fees will include \$50 administrative fee plus other costs as determined by City Staff.

GL 10-44130
Code 128

Other costs may include, but are not limited to:

- Traffic Barricades, first 8 no charge, \$5.00 each additional
- Traffic Signs (i.e., Road Closed), No Charge for First 4, \$5.00 each additional
- Traffic Control Equipment Delivery and Pick up, Hourly rate for 2 workers, truck & trailer: \$150.00
- Extra garbage can, \$10.00 each additional

GL 10-46315
Code 207

Permit fees to be paid no later than one week prior to event.



00003939 000004 193 081 000

POLICY NUMBER:0034090 25-984580

COMMERCIAL GENERAL LIABILITY
CG DS 01 10 01**COMMERCIAL GENERAL LIABILITY DECLARATIONS**

COMPANY NAME Church Mutual Insurance Company, S.I. 3000 Schuster Lane Merrill, WI 54452	PRODUCER NAME CHAD RICKMAN CHURCH MUTUAL INS CO 3000 SCHUSTER LANE MERRILL, WI 54452-0357
NAMED INSURED ZION LUTHERAN CHURCH INC OF PESHTIGO WISCONSIN	
MAILING ADDRESS 221 S ELLIS AVE PESHTIGO, WI 54157-1403	
POLICY PERIOD: FROM 05/01/2026 TO 05/01/2027 AT 12:01 A.M. TIME AT YOUR MAILING ADDRESS SHOWN ABOVE	

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

LIMITS OF INSURANCE	
EACH OCCURRENCE LIMIT	\$1,000,000
DAMAGE TO PREMISES RENTED TO YOU LIMIT	\$100,000 Any one premises
MEDICAL EXPENSE LIMIT	\$10,000 Any one person
PERSONAL & ADVERTISING INJURY LIMIT	\$1,000,000 Any one person or organization
GENERAL AGGREGATE LIMIT	\$3,000,000
PRODUCTS/COMPLETED OPERATIONS AGGREGATE LIMIT	\$1,000,000

RETROACTIVE DATE (CG 00 02 ONLY)
THIS INSURANCE DOES NOT APPLY TO "BODILY INJURY", "PROPERTY DAMAGE" OR "PERSONAL AND ADVERTISING INJURY" WHICH OCCURS BEFORE THE RETROACTIVE DATE, IF ANY, SHOWN BELOW. RETROACTIVE DATE: _____ (ENTER DATE OR "NONE" IF NO RETROACTIVE DATE APPLIES)

DESCRIPTION OF BUSINESS
FORM OF BUSINESS:
☐ INDIVIDUAL ☐ PARTNERSHIP ☐ JOINT VENTURE ☐ TRUST
☐ LIMITED LIABILITY COMPANY ☒ ORGANIZATION, INCLUDING A CORPORATION (BUT NOT INCLUDING A PARTNERSHIP, JOINT VENTURE OR LIMITED LIABILITY COMPANY)
BUSINESS DESCRIPTION: _____



0000399 000004 193 082 000

CLASSIFICATION AND PREMIUM							
LOC NO.	CLASSIFICATION	CODE NO.	PREMIUM BASE	RATE		ADVANCE PREMIUM	
				Prem/ Ops	Prod/Comp Ops	Prem/ Ops	Prod/Comp Ops
001-001	Churches or Other Houses of Worship Products-completed operations are subject to the General Aggregate Limit TERRITORY: 503	41650	16,194 Area	26.750	Incl.	\$433	Incl.
	Day Care Centers - Not-For-Profit Only Products-completed operations are subject to the General Aggregate Limit TERRITORY: 503	41716	50 Each	5.635	Incl.	\$282	Incl.





00006399 000004 193 063 000

STATE TAX OR OTHER (if applicable) _____				
TOTAL PREMIUM (SUBJECT TO AUDIT) _____ \$1,539				
PREMIUM SHOWN IS PAYABLE:	AT INCEPTION _____			
	AT EACH ANNIVERSARY _____			
	(IF POLICY PERIOD IS MORE THAN ONE YEAR AND PREMIUM IS PAID IN ANNUAL INSTALLMENTS)			
AUDIT PERIOD (IF APPLICABLE)	☐ ANNUALLY	☐ SEMI-ANNUALLY	☐ QUARTERLY	☐ MONTHLY

ENDORSEMENTS
ENDORSEMENTS ATTACHED TO THIS POLICY:
See Schedule of Forms and Endorsements

THESE DECLARATIONS, TOGETHER WITH THE COMMON POLICY CONDITIONS AND COVERAGE FORM(S) AND ANY ENDORSEMENT(S), COMPLETE THE ABOVE NUMBERED POLICY.

Countersigned:	By:
(Date)	(Authorized Representative)

Memo

To: Streets & Drainage Committee

From: Matt Decur, Director of Public Works

Date: June 16, 2026

Re: Discuss/Consider Culvert and Pavement Replacement – Eklund Street

Proposed Action: Staff recommends adoption of the following motion: Move to recommend City Council approve Culvert and Pavement Replacement on Eklund Street between Harper Avenue and River Bend Drive.

Overview: Eklund Street, between Harper Avenue and River Bend Drive, is a 24 foot wide local road. Pavement on Eklund Street is more than 25 years old and is cracked, rutted, and otherwise deteriorated. The 24 inch culvert under Eklund Street east of Harper Avenue has deteriorated as well and has been damaged in ran-off-road traffic accidents. There are no sewer or water utilities in Eklund Street between Harper Avenue and River Bend Drive.

Marinette County will be pulverizing and paving several Town roads north of Eklund, including portions of River Bend Drive. As part of that project, the Marinette County crew will replace the 24 inch culvert under Eklund Street, then pulverize and repave Eklund Street. The Town of Peshtigo has agreed to pay half the costs of culvert and pavement replacement on Eklund Street.

Financial Impact: Marinette County will invoice the City for time and materials used to complete the work. The project is estimated to cost \$50,000. The City's estimated share of those costs is \$25,000 and will be paid from the CIP Pavement/Mill & Overlay fund.

MINUTES

PARKS & RECREATION

TUESDAY, JUNE 16, 2026, 5:15 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Joel Ahrens, Debbie Sievert, and Tony O'Neill.

Others Attending: Mayor Katie Berman, Parks & Recreation Director Lori Tonn, Public Works Director, Matt Decur, Alderman Keith Klimek, Eric Fowle, Cedar Corporation Senior Planner.

Chair Ahrens called the meeting to order at 5:15 p.m.

Motion by Sievert and seconded by O'Neill to approve the agenda as presented.

Motion carried 3/0.

Minutes:

Motion by O'Neill and seconded by Sievert to approve February 16, 2026, meeting minutes.

Motion carried 3/0.

Parks and Recreation Five-Year Comprehensive Plan:

Eric Fowle, Senior Planner with Cedar Corporation, discussed the City's Parks and Recreation Five-Year Comprehensive Plan, also known as the Comprehensive Outdoor Recreation Plan. He explained that the plan is a strategic document used to evaluate park and recreation resources, identify community needs, set goals, guide future improvements, and support grant eligibility, including certain Wisconsin DNR recreation grants.

Fowle reviewed Cedar's proposed planning process, which would include inventorying City parks and facilities, reviewing accessibility, gathering public input, creating an online project hub, conducting a community survey, holding a public visioning workshop, reviewing related plans and recreation standards, and developing City-specific goals and a five-year action plan with timelines and cost estimates.

Discussion included the City's need for an updated plan, as the last completed plan appears to be from 2015 and a 2019 update may have remained in draft form. The Committee discussed the value of an updated plan for future park improvements, ADA accessibility, grant applications, the housing project, Safe Routes to School-related planning, and other recreation priorities.

Fowle estimated the planning work would cost approximately \$17,000 to \$18,000 and take approximately nine to twelve months, with the possibility of spreading costs over two budget years. The Committee discussed seeking additional quotes before bringing the matter to Council. Mayor Berman stated that she would send out a request for quotes, with quotes requested by June 30, 2026, for possible Council consideration on July 7, 2026.

No formal action was taken.

Badger Park after-hours access control:

The Committee discussed seasonal Parks and Recreation wages and concerns with hiring and retaining seasonal employees at the current wage levels. Discussion included past wage changes, current starting wages, annual increases, comparisons to other communities and local entry-level jobs, and the difficulty of finding qualified seasonal workers at the current rate.

Parks & Recreation update by Director Lori Tonn:

The Parks and Recreation Director provided updates on flower planter sponsorships, the weed harvester, seasonal staffing, and road construction impacts on the campground. It was noted that flower planter sponsorships were lower than needed to fully cover the cost of flowers.

Discussion was held regarding West Park Drive construction impacts on the campground. The main concern has been access to the dump station. Staff has been monitoring the area and assisting campers as needed, and an alternate dump area was made available on site 36.

The Director also noted that the adult softball league and T-ball program will not move forward this year due to low registration.

Other matters:

Future discussion items include possible smoking restrictions near playground areas and updates to the pavilion/bandshell rental agreement for next year. Discussion included concerns with smoking near playgrounds and renters not complying with pavilion and bandshell rules

Set future meeting(s) and agenda items: The next Parks & Recreation meeting will be scheduled later.

Motion by Sievert and seconded by O'Neill to adjourn at 7:08 p.m.
Motion carried 3/0.

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

Katie Berman
Mayor



**Qualifications and Scope of Work for the
Preparation of a 2027-2032
Comprehensive Outdoor Recreation Plan
City of Peshtigo, Wisconsin**

June 23, 2026

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1695 Bellevue Street
Green Bay, WI 54311
920-491-9081
www.cedarcorp.com

June 19, 2026

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

RE: PROPOSAL AND QUALIFICATIONS FOR THE PREPARATION OF A COMPREHENSIVE OUTDOOR RECREATION PLAN

Dear Mayor Berman:

Cedar Corporation thanks the City of Peshtigo's Parks & Recreation Committee for the opportunity to respond to its needs for an update to its existing Comprehensive Outdoor Recreation Plan (CORP). Cedar Corporation's diverse and talented staff have a wealth of experience working with communities on similar projects and we pride ourselves in preparing visionary plans for our clients.

Cedar Corporation has assembled its best Project Team to conduct these efforts. Eric Fowle, an AICP certified Senior Planner, will serve as Project Manager for these efforts and will be the main contact for the City of Peshtigo throughout the entire process. Eric has good familiarity with the City of Peshtigo through his past work which will create value and efficiency, significantly reducing the amount of time necessary to "get up to speed". Eric will be supported by a team of other professional planners, engineers, and GIS specialists to ensure the updated CORP meets the City's needs.

Cedar Corporation's proposal was created with a focus on meaningful public engagement, in both in-person and on-line formats. Our in-depth approach not only meets the WDNR's planning requirements, but also contains many components which are value-driven to ensure that a complete picture is developed for City as a result of this planning effort.

Cedar Corporation is very confident that it can provide the knowledge, experience, and creativity this project requires and we are excited to work with the City's officials, staff, residents, and other stakeholders to bring the updated plan's vision to life. If you have any questions or additional information needs, please feel free to contact me or Eric Fowle at any time.

Sincerely,

CEDAR CORPORATION

Ken Jaworski
Director of Planning
ken.jaworski@cedarcorp.com
Direct: 920-785-7328

Eric Fowle, AICP
Senior Planner
eric.fowle@cedarcorp.com
Direct: 920-785-7307

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PROJECT UNDERSTANDING AND APPROACH

PROJECT UNDERSTANDING AND APPROACH

Working with the City of Peshtigo, Cedar Corporation will prepare an updated five-year 2027-2031 Comprehensive Outdoor Recreation Plan (CORP). The updated CORP will be important in order to establish a refreshed vision for the future of parks, recreation, and trails within the City's jurisdiction, as well as examining opportunities for collaboration with its neighboring and overlapping units of local government, as well as area businesses and non-profit organizations.

The purpose of a CORP is to create a five-year 'Action Plan' which can guide the growth of the park and trail system as the City grows and accommodates change. As a prelude for deriving the Action Plan, the CORP inventories existing parks and facilities, determines deficiencies and surpluses within the system, and identifies future recreational needs and potential future acquisitions. These factors serve as the cornerstone for formulating general and site-specific recommendations, which then provides the basis for all capital projects included in the Action Plan.

A second purpose of the CORP is to satisfy the mandates of available funding programs. Among these mandates are requirements that all WDNR Stewardship Program funded projects be clearly identified and justified in current locally adopted CORPs to qualify. Once approved, the community will be eligible for available state-administered funding programs and cost sharing during the interval of 2027-2031. Keep in mind that many other funding organizations also require (or at least feel more comfortable with having) documentation of planned improvements and projects.



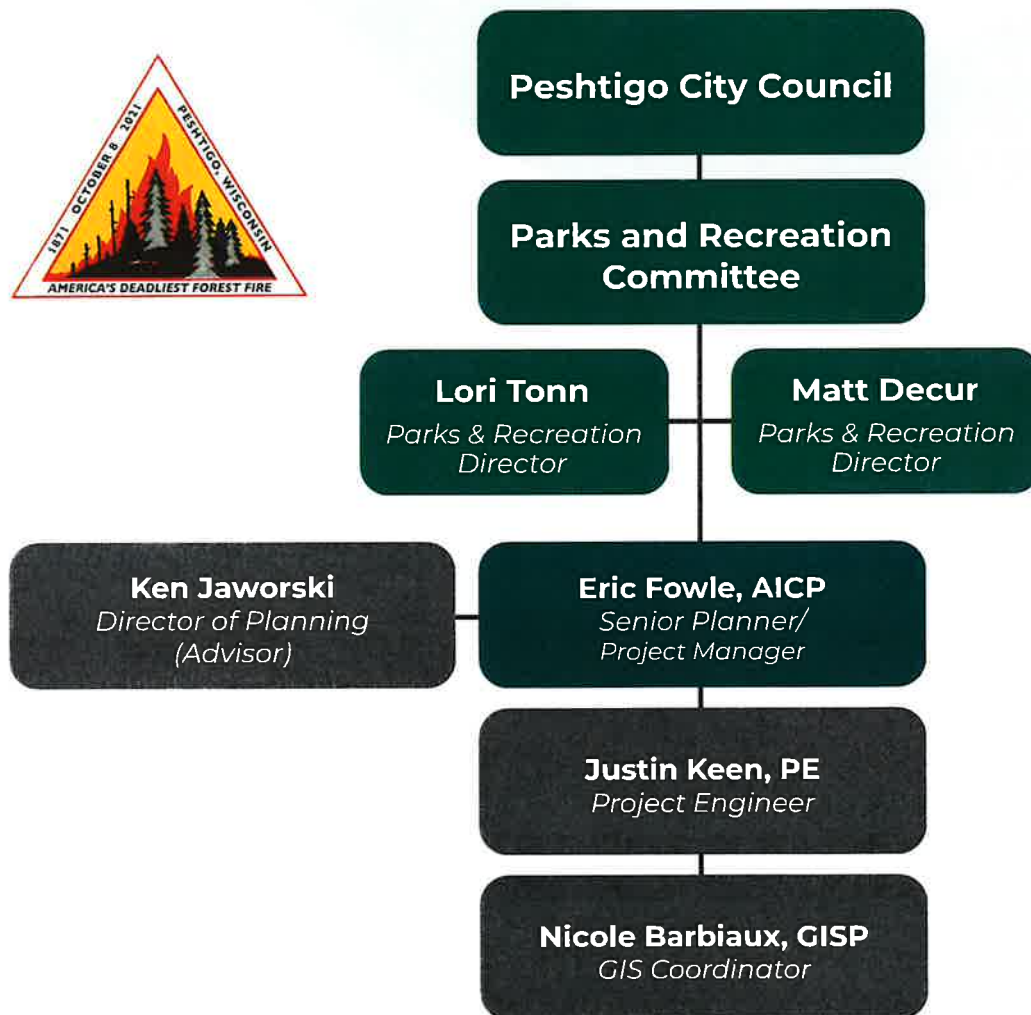
The success of any local planning effort is often dependent on the involvement, support, and active participation of community residents and other stakeholders in the CORP's preparation. To ensure a diverse spectrum of citizen viewpoints and concerns contributes to the plan's development, citizen support and input will be solicited from individuals representing a variety of interests through publicly accessible meetings, in-person public involvement meetings, and on-line public engagement methods. Local leadership will be provided by the City's Parks & Recreation Committee, who will be the main public body worked with through the plan's development and approval process.

Cedar Corporation's extensive staff experience and professional references on similar projects are documented in Appendices A and B. Also, as a past client of Cedar's with respect to the Crossing Point Workforce Housing Plan, we are very familiar with the City of Peshtigo and its environs, as well as the challenges it faces in managing new growth, development, and re-development.

PROJECT TEAM

PROJECT TEAM

Cedar Corporation has pulled together its best Project Team to lead and complete the CORP update process. Eric Fowle will serve as Project Manager and will be responsible for a majority of the communication with City Staff, leading the planning process, facilitating meetings and workshops, and writing the draft and final CORP reports. Justin Keen has significant experience in providing engineering support and analysis for park and recreation areas and will assist in preparing cost estimates for the Five-Year Action Plan. Nicole Barbiaux will oversee all GIS data creation, manipulation, and map-making for the project. Ken Jaworski will serve as an outside advisor on the project as he has decades of park and recreation planning and fundraising experience. Detailed resumes of Cedar Corporation's Project Team are included in Appendix A.



SCOPE OF WORK

SCOPE OF WORK

The proposed scope of work outlines the major plan phases and specific tasks and sub-tasks which will be conducted as part of the CORP Update process. The scope of work can be modified to fit the City's specific needs and Cedar Corporation can be flexible in how the various components are addressed in the five phases as outlined below:

- Phase 1: Information Gathering & Documentation of Existing Conditions
- Phase 2: Public Engagement
- Phase 3: Parks & Trails Needs Assessment
- Phase 4: Plan Development
- Phase 5: Final CORP Presentation & Adoption

Phase 1: Information Gathering and Documentation of Conditions

When developing a CORP, it is vital to have a good understanding of the community planning efforts, the existing park system, environmental concerns, and surrounding uses. Cedar Corporation's Project Team will kick off the project with the City by conducting the initial phase of information gathering and community analysis which will include the following:

Task 1.1 The Project Team will initially meet with City Staff and the Parks & Recreation Committee Chair to understand the park and trail system, site conditions, planning history, and the vision for community park and recreation areas. Information will also be collected on administrative aspects of how the Parks & Recreation Committee and City conducts operations, maintenance, budgeting, and expenditures for the park and trail system. The Project Team will also gather initial input and direction, identify stakeholders, and refine the timeline and details for the project, as required.

Task 1.2 In conjunction with City representatives, conduct a site visit for each City park site, trail facility, and designated open space area to review the physical characteristics, confirm inventory of major and minor amenities, assess conditions and accessibility of equipment and structures, and take photos to document features for incorporation into the updated CORP. Prepare tables and narratives to describe existing conditions, including acreages, ownership, amenities, and physical conditions.

Task 1.3 Collect and analyze historic demographic data and projections, including population, households, age, and income. Review and prepare narratives on current and expected social and economic trends and their potential impact or influence on recreation facilities.

Task 1.4 Collect available GIS and mapping data from the City and Marinette County. Update the City's base map to create an updated Parks and Trail System map for use and reference during the project.

Task 1.5 Collect and review available planning documents for planned park and trail improvements, and other recreational opportunities, including, but not limited to:

- C. Peshtigo Park and Open Space Plan (draft - 2019)
- C. Peshtigo Comprehensive Plan (2025)
- C. Peshtigo Bike Route Map (no date)

SCOPE OF WORK

- C. Peshtigo Five-Year Capital Improvement Plan (if available)
- Marinette Co. Comprehensive Outdoor Recreation Plan 2023-2027 (2023)
- Marinette Co. Comprehensive Plan (2009)
- WDNR - State Comprehensive Outdoor Recreation Plan (2025)

In addition, Cedar Corporation will describe past planning outcomes related to the CORP update, describe physical factors, conditions, and influences affecting the City's existing and future park and trail system.

Task 1.6 Host **Parks & Recreation Committee Meeting #1** to kick off the process. This will include a review of the process and data/information collected to date, a review/discussion on the content and format of the Recreation User's Survey, and conducting an initial Strengths, Weaknesses, Opportunities, and Threats (SWOT) exercise.

Phase 2: Public Engagement

Communication is a crucial component of any planning project. Cedar Corporation proposes the following public engagement efforts:

Task 2.1: Create a web-based Project Hub for the CORP Update which contains basic information about the project along with project contacts, listings of meetings, existing reference documents, new draft documents produced during the process, and several options for citizens to provide input through comment boxes and interactive maps.

Task 2.2: Prepare for and host Public Involvement Meeting (PIM) #1 to introduce the project and seek up-front input from residents, park users, and area stakeholders. The meeting will be held as a workshop, in an open-house style format, and will utilize a series of customized interactive exercises (maps and tables) to record responses and information from participants. The following materials will be developed by the Project Team:

- Event promotional materials and distribution campaign for the event. The City will be responsible for distributing invites to identified stakeholders, postings on City website and social media platforms, as well as other general event promotion tasks.
- Informational displays and materials for the event.
- Upon completion of the event, develop a brief summary containing the PIM #1 results and distribute to City Staff and the Parks & Recreation Committee for review and consideration.

Task 2.3: Prepare and implement an online Recreation User's Survey using Survey123. This will include the follow sub-tasks:

- Develop the on-line survey, consisting of approximately twenty (20) questions, with input from City Staff and the Parks & Recreation Committee. The survey would be available for an approximate six-week period.
- Provide a website link for the survey to the City to post on its website and social media, as well as to send out to stakeholder groups, park user groups, and others as the City may see fit.

SCOPE OF WORK

- Develop promotional/marketing materials to engage the public regarding the survey effort, including:
 - ◊ Introductory email for direct invites to take the survey.
 - ◊ A press release to be sent to local media outlets stating the nature and importance of the survey and what the City hopes to achieve by getting input from the public.
 - ◊ Creation of one-page and half-page flyers, and a postcard template (if desired) for posting and distributing which announces the survey and includes a QR Code for direct access to the survey.
- Upon completion of the Survey, the Project Team will review and compile the survey results and prepare a summary which includes statistical results and analysis, as well as synopsis of all written comments.

Phase 3: Parks and Trails Needs Assessment

After completing the site inventories and reviewing initial feedback from the SWOT, PIM#1, and Survey, the Project Team will complete the following to develop a Parks & Trails Needs Assessment:

Task 3.1 Develop Park and Trail Service Area maps using the existing Parks and Trail System map, which will utilize service radius standards based on the park and facility type. To assist in the analysis, parks will be classified as follows: Community, Neighborhood, Mini, Public Greenspace, and Special Interest. This task will help to define service gaps and overlaps in the park and trail system.

Task 3.2 Review the City's recreation system and facilities against National Recreation and Park Association (NRPA) standards, including the 2024 Annual Performance Review, to identify trends in peer communities and national standards in outdoor recreation and associated areas. A review of the State's Comprehensive Outdoor Recreation Plan (SCORP) will also be conducted to identify relevant trends and needs for recreation.

Task 3.3 Assess specific needs for existing and future parks and identify areas in the parks where accessibility and equity (disabilities, age, race, income, etc.) may be an issue, including a review of the City's Future Land Use Map. Develop recommendations on where improvements can be made to ensure parks are accessible and equitable for all residents.

Task 3.4 Review the current CORP's vision, goals, and objectives and create new and updated statements based on input received from the SWOT, PIM#1, and Recreation User's Survey. The intent of this review is to ensure these statements are timely, applicable, realistic, and sustainable with respect to the needs of the community and the capacity of City Staff and the Parks & Recreation Committee, as well as with current and expected budgets.

Task 3.5 Compile a list of needed and suggested capital improvements for consideration and prioritization, including maintenance items (and programming as applicable), based on the facilities' useful life.

SCOPE OF WORK

Task 3.6: Host **Parks & Recreation Committee Meetings #2 and #3** to present and discuss the following:

- Present and discuss Parks & Recreation Committee SWOT results summary.
- Present and discuss PIM #1 workshop results summary.
- Present and discuss Recreation User's Survey results summary.
- Review and refine current/initial CORP Vision, Goals, and Strategies.
- Identify preliminary recommendations and priorities for short, medium, and long-term improvements and capital projects for inclusion in the Five-Year Action Plan.

Phase 4: Plan Development

Cedar Corporation will develop a CORP document that is functional and easy to use for the public and staff, increasing the likelihood that the CORP gets utilized and implemented in future park and recreation planning decisions. After completing Phases 1-3, Cedar Corporation will complete the following tasks:

Task 4.1 Develop a Preliminary Draft CORP document elements including the following:

- CORP overview of requirements and process.
- Park and Trails vision, goals, and strategies.
- Description of the planning area including social/demographic characteristics of the City and physical characteristics of the region.
- Outdoor recreation supply inventory for natural resources available for recreation, outdoor recreation facility inventory, and accessibility for persons with disabilities.
- Maps of Proposed Parks and Trail System clearly identifying existing and new parklands and trails.
- Parks and trails needs assessment information for each existing park site and trail segment outlining characteristics, available amenities, and facility conditions.
- Outdoor recreation needs assessment based on public input, National Recreation and Park Association standards, and recommendations in the Statewide Comprehensive Outdoor Recreation Plan (SCORP) regarding regional priorities.
- Recommendations including a five-year Action Plan/Capital Improvement Schedule (with cost estimates) which also includes Operation and Maintenance efforts and policy-related matters as appropriate.
- Other maps, photos, diagrams, charts, and narrative text necessary to guide the implementation of the CORP.
- Information on current and potential partnerships with non-profit organizations, leagues, businesses, etc.
- Information on existing and potential funding methods and opportunities, including municipal revenue tools, grant programs, and fundraising strategies.

Task 4.2 Host **Parks & Recreation Committee Meeting #4** to review Preliminary Draft CORP document with specific focus on the Five-Year Action Plan and to review and discuss any policy-related recommendations with respect to management, operations, and funding.

SCOPE OF WORK

Phase 5: Final Draft CORP Presentation/Adoption

After completing the review of the Preliminary Draft CORP with City Staff, Stakeholders, and the Parks & Recreation Committee, Cedar Corporation will develop the Final Draft CORP and will complete the following tasks:

Task 5.1 Prepare for and host a Public Involvement Meeting (PIM) #2 to share the Final Draft CORP with the general public, including:

- Work with City Staff and Parks & Recreation Committee to develop promotional materials and distribution campaign for the event. The City will be responsible for distributing invites to identified stakeholders and postings on City website and social media platforms, as well as other general event promotion tasks.
- Provide informational displays and materials for the event.
- Upon completion of the event, develop a brief summary containing the PIM #2 results and distribute to City Staff and the Parks & Recreation Committee for review and consideration.

Task 5.2 Host **Parks & Recreation Committee Meeting #5** to:

- Review PIM #2 Summary.
- Present Final Draft CORP and seek input on its content.
- Seek a recommendation to approve and forward a Resolution of Adoption to the **City Council**.

Task 5.3 Attend City Council meeting to present Final Draft CORP for adoption.

Task 5.4 After adoption, prepare and print the Final CORP document and maps.

Task 5.5 Submit approved CORP and adoption resolution to the WDNR regional Community Service Specialist for review and acceptance.

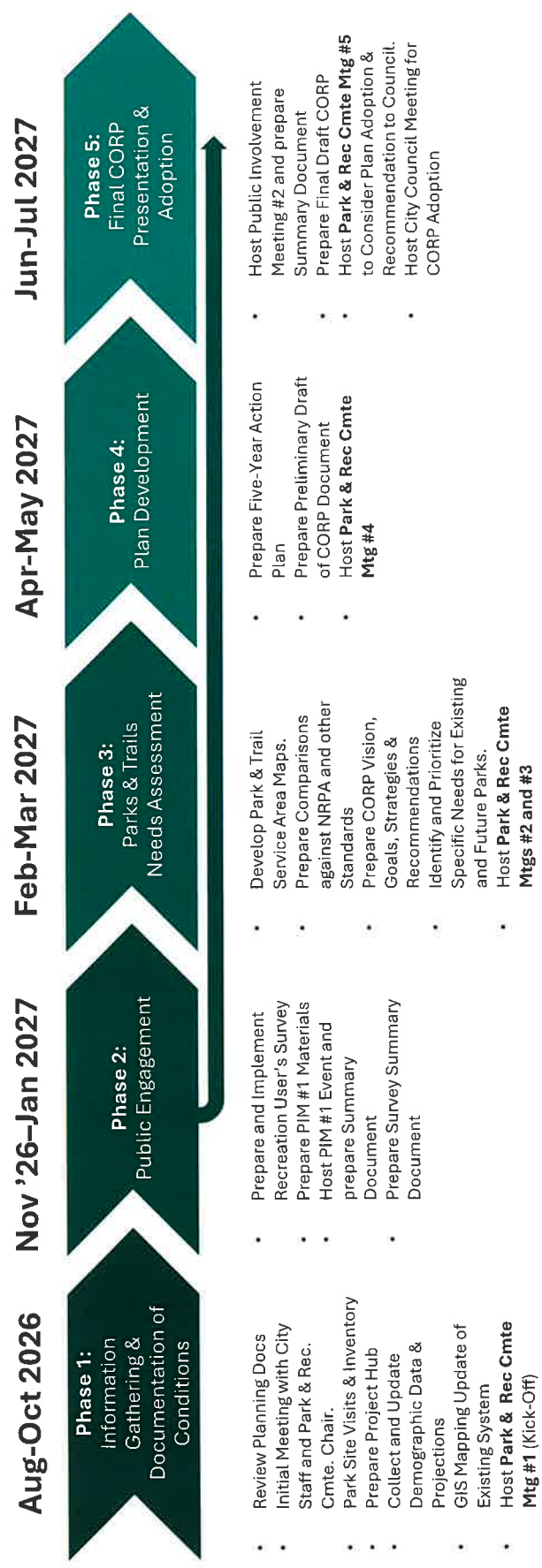




PROJECT TIMELINE

PROJECT SCHEDULE

All work as listed in the Scope of Work for the preparation of the City of Peshtigo 2027-2031 CORP is proposed to commence across an approximate 12-month timeframe. The process will begin in August 2026 with the final report being completed for adoption consideration by the Council in July, 2027. A generalized timeline of tasks and summary of meetings is shown below.





COORDINATION OF WORK

COORDINATION OF WORK

Project Coordination

The Cedar Corporation Project Team will work very closely with City of Peshtigo officials, staff, and the Parks & Recreation Committee during the development of the Comprehensive Outdoor Recreation Plan Update. Most of the ongoing communication between the City Staff and the Project Team will occur primarily by e-mail, phone, or virtual meetings. These interactions may be required to review mapping data and plan components, or discuss schedules and event details. The "Expectations of City Staff and Other Resources" section listed below goes into more detail relative to the coordination and expectations between City Staff and the Cedar Corporation Project Team.

Project Management

These tasks will be performed by the Cedar Corporation Project Team and will include:

- Continuing communication with the City.
- Coordinate with City Staff and the Parks & Recreation Committee on meeting schedules and dates.
- Provide meeting materials and draft documents to City Staff and the Parks & Recreation Committee in advance of public meetings.
- Develop and maintain web-based Project Hub.
- Prepare public engagement materials.
- Resolve project challenges.
- Monitor project schedule.
- Project budget accounting and billings.
- Project set-up and close out.

Expectations of City Staff and Other Resources

It is expected that the City will:

- Market and promote in earnest, the CORP Update effort and associated events and surveys, using its social media, public meetings, and other methods as appropriate.
- Provide prominent link on website homepage to the Project Hub.
- Provide space for public meetings and public engagement efforts.
- Set and post all agendas for Parks & Recreation Committee meetings.
- Distribute CORP materials to the Parks & Recreation Committee.
- Prepare any meeting minutes as required.
- Provide necessary background information (data, site history, stakeholder contacts, planning documents, GIS data), and request data from agencies as required.
- Provide timely review, guidance, and feedback on draft materials throughout the process.



PROJECT DELIVERABLES

PROJECT DELIVERABLES

The following project deliverables will be provided by Cedar Corporation during or upon completion of the Comprehensive Outdoor Recreation Plan Update project:

Meetings:

Project Team members will attend the following meetings with the City during the CORP's development:

- Three to Five (3-5) City Staff Meetings (estimated, as needed)
- Five (5) Parks & Recreation Committee Meetings
- Two (2) Public Involvement Meetings
- One (1) City Council Meeting

Documents:

Within 30 days of adoption of the final 2027-2031 CORP, Cedar Corporation will provide the following project deliverables:

- Five (5) full-color, bound, printed copies of the 2027-2031 CORP, including sub-reports included as appendices.
- Two (2) 32x48 display size maps of the Existing and Recommended Park and Trail System.
- An electronic (.pdf) format version of the 2027-2031 CORP and associated maps.

PROJECT COST AND BILLING

PROJECT COST AND BILLING

Project Cost:

Cedar Corporation proposes to provide professional planning services for the update of the City's Comprehensive Outdoor Recreation Plan Update as described in the Scope of Work for a **Lump Sum amount of \$17,800**. Based on the timing of the project, this cost can be split across two of the City's budget years. **A maximum of \$10,000 would be invoiced during the remainder of 2026, with the remaining \$7,800 invoiced in 2027.** This cost is negotiable based on adjustments to the Scope of Work.

Additional Services:

Any additional services required outside of those listed above can be invoiced on a Time and Materials basis using Cedar Corporation's standard billing rates (Appendix C)

Billings & Payment:

Invoices will be sent to the City on a monthly basis for amounts matching the actual work conducted. Invoices are payable within 30 days.

APPENDIX A: TEAM RESUMES

KEN JAWORSKI

DIRECTOR

Ken Jaworski brings over 40 years of experience in community comprehensive planning, park planning, land use, natural resource management, and farmland preservation. He is very experienced in zoning ordinance development and zoning administration. Ken also specializes in park planning and fundraising strategies.

Areas of Expertise Include:

- Greenway Corridor and trail planning
- Development of over 20 Comprehensive Park and Recreation Plans (CORP's)
- Park Master Plans
- Author or co-author in the development of over 100 Comprehensive Plans within Wisconsin's Smart Growth requirements
- Planning and Zoning Administration
- Land Use Plans
- Highway Corridor Master Plans
- Public meeting facilitation
- Intergovernmental agreement negotiations
- Farmland Preservation Plans and ordinances (DATCP certified)
- Grant writing and administration
- School district attendance boundary studies
- GIS mapping
- Renewable energy planning
- Expert witness testimony
- Business development
- Contract negotiation and execution

Park Master Plans for:

- Hickory Park, Town of Buchanan
- Legion Park, Village of Sherwood
- Calavera Springs Community Park, Village of Suamico
- Greenville Community Park, Village of Greenville
- Springfield Community Park, Town of Buchanan
- Jones Park, Town of Algoma

Representative Project Experience Includes:

- On-going Planning and Zoning Administration Services for communities throughout the State of Wisconsin
- Comprehensive Plans for Dodge, Fond du Lac, Green Lake, and Shawano Counties, Village of Little Chute, and the Towns of Clayton, Kekoskee, Marshfield, Saukville, Watertown, and many more
- Farmland Preservation Plans for Fond du Lac, Green Lake, and Shawano Counties
- Expert witness testimony for Renewable Energy (Solar) PSC permitting

Other Relevant Experience Includes:

- Dog park design
- Development of fund raising strategies for 501c3 organizations
- Conference speaker and session presenter for WAPA, WTA, and other agencies
- Author of the original East River Parkway Plan (1991), Bellevue, Wisconsin



Education

Bachelor of Science in Regional Analysis, Co-Major in Geography: University of Wisconsin-Green Bay (1982)

Professional Certifications/ Training

AICP: 2000

Finance and Accounting: 2001

Negotiating Win/Win Outcomes: 2000

Certified Project Manager: 1996

Instructor – Environmental Planning Course, UW-Green Bay: 1994

Professional Affiliations

American Planning Association, National and Wisconsin Chapters

Wisconsin Park and Recreation Association

Wisconsin Towns Association

League of Wisconsin Municipalities

Total Experience

Since 1983

ERIC FOWLE, AICP

SENIOR PLANNER/PROJECT MANAGER

Eric Fowle brings over 30 years of experience in natural resource, recreation, economic development, and transportation planning. He has been involved in the local and regional planning and community development sector, which includes grant writing and administration, as well as program and project management. Eric has worked on projects at nearly every scale: local communities, counties, tribes, and regions.

Areas of Expertise Include:

- Extensive knowledge in topics associated with regional and local-level land use, housing, recreation, economic development, and environmental planning
- Comprehensive Planning and plan implementation strategies and methods, including the fundamentals of zoning and subdivision regulations
- Preparation of Comprehensive Outdoor Recreation Plans (CORP) meeting WDNR requirements
- Well-versed in growth management, greenway corridor, and Green Infrastructure (GI) planning techniques
- Neighborhood planning, riverfront planning, and urban design, including site-level master planning and redevelopment plans
- Competent in data collection, research analysis, and utilization of Geographic Information Systems (GIS)
- Expert knowledge in public participation and community visioning
- Meeting facilitation and public presentation skills
- Coordination and engagement with local elected officials and staff
- Familiarity with Federal and State grant funding partners and programs
- Grant writing and administration

Representative Project Experience Includes:

(may include projects while with previous employer)

- Comprehensive Outdoor Recreation Plans:
 - ◊ Town of Neenah (IP 2025)
 - ◊ City of Kewaunee (2024)
 - ◊ Village of Sherwood (2018 and 2024)
 - ◊ Town of Clayton (2022)
- Town of Clayton, Highways 10 and 76 Corridor Land Use Master Plan (2021)
- Fond du Lac County, Niagara Escarpment Greenway Study (2020)
- Comprehensive Plans (including recreation components):
 - Dodge County (IP 2025)
 - Town of Neenah (IP 2025)
 - Town of Empire (2024)
 - Town of Clayton (2023)
 - City of New London (2023)
 - Village of Bellevue (2023)
 - Greenville, 2040 Comprehensive Plan (2019)
 - City of Oshkosh (2018)
 - Town of Buchanan (2018)
 - Village of Sherwood (2018)
 - City of Neenah (2017)
- The Cedars at Kimberly Master Plan (2013)
- Greenville, GreenPrint Plan (2004)
- Visioning processes and reports for the Village of Kimberly and Cities of Oshkosh, Menasha, and New London riverfronts
- Authored or co-authored over \$15 million in grant applications for regional and local planning and infrastructure projects

Education

Bachelor of Arts in Urban and Regional Analysis: University of Wisconsin-Green Bay (1992)

Professional Certifications

American Institute of Certified Planners (AICP) - since 1995

Professional Affiliations

American Planning Association - WI Chapter (APA)

Founding Co-chair of the Niagara Escarpment Resource Network (since 1998)

Board Member of the Lakeshore Natural Resource Partnership (since 2010)

Awards and Acknowledgments

2004 Green Ribbon Award, Greenville GreenPrint Plan

2010 WDNR NE Wisconsin Conservation Person of the Year
2023 Governor's Tourism Award Nominee

Total Experience

Since 1991

JUSTIN KEEN, PE

PROJECT ENGINEER



Education

Bachelor of Science in Civil Engineering: University of Wisconsin-Madison (2003)

Professional Registrations

Professional Engineer - WI

Professional Affiliations

Northeast Wisconsin Storm water Consortium (NEWSC)

Fox-Wolf Watershed Alliance (FWWA)

Total Experience

Since 2003

Justin Keen provides urban and rural road design, utility (wastewater collection, water systems, and storm sewer) design, and civil site design for residential, commercial, and municipal developments. His expertise includes street and sidewalk design, utility design, and storm water management for public and private infrastructure projects as a Senior Design Engineer. Justin also manages engineering projects and staff to meet client expectations.

Areas of Expertise Include:

- Park master planning and construction cost estimates
- Sanitary, water main, storm sewer, and storm water management facility design
- Permitting, specifications, and bid documents preparation for various projects
- Construction observation and management for infrastructure improvement projects
- Site, grading, erosion control, and storm water plan preparation
- DNR and US Army Corp permit applications
- AutoCAD drawings, cost estimates, earthwork calculations, and quantity takeoffs for various public and private infrastructure improvement projects
- Horizontal/vertical alignments, cross sections, typical sections, and intersection designs for street and trail projects
- Regulatory agency and utility company coordination
- Project coordination with architects, contractors, developers, other engineering firms, and municipalities

Representative Project Experience Includes:

- Springfield Park, Phase 1 and Phase 2 Improvements, Town of Buchanan
- Hickory Park Master Plan Construction Estimates, Town of Buchanan
- Legion Park Master Plan Construction Estimates, Village of Sherwood
- Stoney Brook Road, Roadway and Utility Reconstruction, Town of Buchanan
- Van Handel Drive, Roadway and Utility Reconstruction, Town of Buchanan
- Annual Roadway Reconstruction Projects since 2011, Town of Buchanan
- CTH N Storm Water Management Facility, Town of Buchanan
- Yard Waste Transfer Site Design and Construction, Town of Buchanan
- MS4 Storm Water Management Plan, Town of Buchanan
- Site Plan, Development, and Storm Water Reviews, Town of Buchanan
- Capital Improvement Planning Assistance, Town of Buchanan
- Subdivision Drainage Reviews, Town of Center
- Driveway Culvert Reviews and Permitting, Town of Center
- General Town Engineering Services, Town of Mukwa
- Subdivision Drainage Reviews, Town of Osborn
- TID #1 Roadway and Storm Water Management Design, Village of Bellevue
- Streambank Stabilization Projects, Village of Bellevue
- MS4 Storm Water Management Plan, Village of Bellevue
- TID #2 Roadway and Storm Water Management Design, Village of Coleman
- School Road, Roadway and Utility Reconstruction, Village of Greenville
- Greenwood Road, Roadway and Utility Reconstruction, Village of Greenville
- STH 76 and Hillview Road, Sanitary Sewer and Water Main Construction, Village of Greenville
- Annual Roadway Reconstruction Projects since 2018, Village of Greenville
- Fire Station Utility and Site Design, Village of Greenville
- STH 15 Storm Water Management Facilities, Village of Greenville

NICOLE BARBIAUX, GISP

GIS COORDINATOR

Nicole Barbiaux brings over 15 years of experience in GIS and Cartography. She is experienced in data asset management, data analytics, and visual interpretation via cartographic display. Nicole brings experience in the creation of both static maps along with interactive online maps and applications to bring data to life.

Areas of Expertise Include:

- Maintenance and Management of GIS databases
- Cartography and visual representation of data
- GIS Asset Creation and Management
- Data collection and creation
- Data extraction and conversion
- Spatial analysis
- Web-based GIS solutions
- Online maps and applications (Story Maps, Dashboards, Experience Builder)
- Mobile field applications
- Public engagement through online surveys and map exercises
- Database management
- Land use mapping
- Zoning mapping
- Development of procedural/training documentation

Representative Project Experience Includes:

- County wide future land use update for Dodge County
- Farmland Preservation Zoning Recertification mapping for the Town of Kaukauna, Town of Lamartine, Town of Marshfield, and Village of Kekoskee
- Comprehensive plan mapping and data analysis for City of Beaver Dam, City of Manawa, Town of LeRoy, and Town of Saukville
- Tax Increment Financing District mapping for the City of Osseo, City of Marshfield, and Village of Cadott
- Outdoor recreation plan mapping for the Village of Bonduel, Village of Sherwood, and City of Kewaunee
- Zoning map updates and database management for the Town of Saukville, Town of Troy, and Village of Mishicot
- Online GIS Management for Cities of Menomonie and Edgerton, Villages of Sherwood and Woodville, and Towns of Clayton and Buchanan.
- Transportation Asset Management creation and management (includes PASER ratings, culvert and sign inventories) for the Town of Osceola
- Online cemetery database and application creation for Town of Clayton

Education

Bachelor of Science in Geography
- GIS/Cartography: University of
Wisconsin-Stevens Point (2010)

Professional Certifications

Geographic Information Systems
Professional (GISP)

Professional Affiliations

Wisconsin Land Information
Association (WLIA)
Esri Wisconsin Users Group
(EWUG)

Total Experience

Since 2010

APPENDIX B: PROFESSIONAL REFERENCES

REFERENCES



TOWN OF NEENAH
1600 Breezewood Lane
Neenah, WI 54956

Ellen Skerke, Administrator/Clerk/Treasurer
eskerke@tn.neenah.wi.gov
920-725-0916



CITY OF KEWAUNEE
401 Fifth Street
Kewaunee, WI 54216

Scott Oftedahl, Alderman
softedahl@cityofkewauneewi.gov
414-975-3725



VILLAGE OF SHERWOOD
W482 Clifton Road
Sherwood, WI 54169

Brenda Stumpf, Recreation Coordinator
parkandrec@sherwoodwi.gov
920-989-1589

APPENDIX C: 2026 SCHEDULE OF HOURLY RATES

2026 SCHEDULE OF HOURLY RATES

CLASSIFICATION	RATE
Architectural Associate	\$130 - \$145
Architectural Project Manager	\$150 - \$175
Community Specialist	\$145
Construction Manager	\$160 - \$175
Director	\$220
Engineer	\$125 - \$195
GIS Specialist	\$110 - \$145
Intern	\$95
Landscape Architect	\$155
Planner	\$115 - \$155
Principal	\$240
Project Assistant	\$95 - \$115
Project Manager	\$165 - \$215
Scientist / Geologist	\$105 - \$160
Senior Architect	\$190
Surveyor	\$120 - \$145
Technician	\$100 - \$145

Reimbursable Expenses (in addition to compensation for professional services if not included in contract):

Vehicle Mileage	\$0.72/mile
GPS/Robotic Survey Equipment	\$40/hour
Aerial Drone	\$350/hour
Hydrone	\$70/hour

Reimbursement expenses are subject to adjustment during the calendar year based on operating costs and the IRS standard mileage rate.

Field supplies are charged to the project at cost. Review fees required by approving authorities shall be paid directly by the Owner.

THIS RATE SCHEDULE, APPENDED TO ANY CONTRACT, IS SUBJECT TO ANNUAL ADJUSTMENT.



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City of Peshtigo

Parks and Recreation Plan 2027 - 2032

Scope of Services and Cost Proposal

June 30, 2026

Prepared by:



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Introduction

The Bay-Lake Regional Planning Commission ("Commission") prepared this Scope of Services for the City of Peshtigo ("City") located in Sheboygan County. This Scope of Services outlines the roles, timeline, process, and costs necessary to prepare the *City of Peshtigo Parks and Recreation Plan 2027 – 2032*. The plan will be specific to the City of Peshtigo and will serve as a guide for making decisions related to outdoor recreation. It will need to be adopted for the City to be eligible for Federal and State funding.

The details contained within this Scope of Services can be further negotiated between the Commission and the City should the City decide to pursue the implementation of this Scope of Services with Bay-Lake Regional Planning Commission.

Through a signed agreed-upon contract between the Commission and the City, as authorized by Sections (8) and (12) of Chapter 66.0309 of the Wisconsin State Statutes, the Commission will provide the services and products contained in this Scope of Services within the stated timeline and at the cost estimate provided.

The proposed plan will be developed based on the Wisconsin Department of Natural Resources (WDNR) requirements to ensure eligibility for state-administered recreation grants.

Planning Approach

In preparing the *City of Peshtigo Parks and Recreation Plan 2027 – 2032*, the Commission will utilize the following planning principles:

- To work cooperatively with the City of Peshtigo on preparing the Parks and Recreation Plan.
- To encourage the involvement of City staff, residents, and other interested stakeholders in the preparation of the plan.
- To prepare a plan that will meet the WDNR necessary requirements to ensure eligibility for state-administered recreation grants.
- Integrate, as appropriate, other local planning documents, such as the City comprehensive plan, for inclusion in the City's Parks and Recreation Plan.
- To prepare maps in a GIS format tied to the City's and county's existing parcel-based mapping.

Bay-Lake Regional Planning Commission

The Bay-Lake Regional Planning Commission (Bay-Lake RPC) is a multi-service planning agency within Wisconsin that delivers a variety of federal, state, and local programs. It provides planning and technical assistance to member local units of government in northeast Wisconsin and is accountable to its members. The Commission also serves as an effective partner for state and federal governments.

Commission Contact:

Lydia Bernhoff
Environmental Planner

Email: lbernhoff@baylakerpc.org

Phone: 920-448-2820, Ext. 106

Website: www.baylakerpc.org

Address: 1861 Nimitz Drive
De Pere, WI 54115

Work Plan

► Task 1: Project Management and Kickoff

- 1.1 Establishing Scope of Work and Contract – The Commission will work with the City to establish the scope of work and a signed contract before beginning the project.
- 1.2 Initial Meeting with City – Commission staff will attend a meeting with the City to answer any questions. At this meeting, the Commission will give an overview of the project as well as the project scope and timeline.
- 1.3 Kickoff with Steering Committee (Meeting #1) – The Commission will facilitate and plan for one kickoff meeting to familiarize steering committee members with the project and begin collecting information from committee members during an in-person meeting.
- 1.4 Internal Commission Team Meeting Groundwork – Commission staff will meet to discuss the project timeline and determine what data will need to be collected.

► Task 2: Inventory of Existing Outdoor Recreation Facilities

- 2.1 Review Planning Documents – Commission staff will review existing planning documents that relate to past, ongoing, and future projects that have an impact on outdoor recreation facilities and activities within the City.
- 2.2 Park Inventory – Working with City staff, the Commission will review all City outdoor recreation facilities, trails, shoreline access, and natural areas. Commission staff will update amenities as needed and will include any previous projects that have been completed. An amenity inventory table for each park will be included in the plan document. Staff will also review existing park programs, maintenance and operation.
- 2.3 ADA Accessibility Inventory - The Commission will work with the City to identify all ADA compliant facilities, amenities, and equipment currently available to the public.
- 2.4 Site Visit to Parks – Commission staff will conduct a field visit to City parks and other outdoor recreation facilities to verify amenities and to take photos to be included in the plan document.
- 2.5 Working Meeting with Steering Committee (Meeting #2) – A working meeting with the City and the Commission will be held to discuss issues and opportunities for each outdoor recreation facility. Recent and future enhancements will also be discussed at the meeting.

► Task 3: Needs Assessment and Public Engagement

- 3.1 Demographic and recreation trends – Commission staff will detail past, current, and projected demographic data that relates to the City and recreation trends. This data will be displayed in a variety of text, charts, and graphic visualizations within the document. The Commission will use information from the current Wisconsin Statewide Parks and Recreation Plan and other regional/county plans to examine how the City needs compare to those needs on a county, statewide, and regional level.
- 3.2 Development of City Landscape Data/Section – The Commission will create a landscape section that will touch on the climate and natural resources of the City and how these

items relate to the City's outdoor recreation facilities.

- 3.3 Outreach: Online Survey – As a way to get public feedback the Commission will create an online survey geared towards the existing and future outdoor recreation facilities and programs within the City. Upon the request of the City, the Commission can provide outreach materials to promote the survey and plan update through the creation of flyers, brochures, and/or posters.
- 3.4 Outreach: Public Workshop – The Commission, along with assistance from the City and/or Steering Committee, will prepare for and facilitate a public workshop to gather input on recreational needs, preferences, and opportunities for improvement.
- 3.5 Needs Assessment - The Commission will examine the current recreation facilities within the City to determine how well they are serving the City's residents and visitors. A Level of Service analysis based on NRPA guidelines will be conducted to compare existing facilities to best practices and peer communities.
- 3.6 Steering Committee #3 - A third Steering Committee meeting will be held to review public input and trend analysis and guide development of goals and recommendations.

► **Task 4: Goals, Objectives, Recommendations and Capital Improvements Plan**

- 4.1 Establish Goals and Objectives – The Commission will work with the City and Steering Committee to develop a shared vision, along with specific goals and measurable objectives.
- 4.2 Identify and Prioritize Facility and Program Improvement - Specific facility and program improvements will be identified and ranked based on need, community input, and feasibility.
- 4.3 Capital Improvement Plan – The Commission will work with the City to develop a five-year capital improvements plan. The capital improvements plan will include anticipated projects with a related budget and time frame for each project over the next five years. The City Lake Park Recreation Committee will identify projects for each park along with the associated costs and timeline. If costs are unknown, the Commission will provide planning level cost-estimates based on research.
- 4.4 Development of the Implementation/Funding Resources Section – The Commission will identify a list of potential funding sources and other resources for identified projects and future maintenance of City park and recreation facilities.
- 4.5 Steering Committee #4 - A fourth Steering Committee meeting will be held to review capital improvements.

► **Task 5: Plan Development and Adoption**

- 5.1 Prepare Final Draft/Plan Design - A comprehensive draft plan will be prepared including narrative, maps, and appendices summarizing data and findings. This plan will be incorporated into InDesign.
- 5.2 Steering Committee Meetings #5 and #6– The Commission staff will virtually present final draft materials Steering Committee for final review prior to adoption to ensure accuracy and consistency with the Statewide Parks and Recreation Plan (SCORP). A sixth meeting

may be necessary for the open house and public hearing if held on a separate date.

- 5.3 Final Plan Review - The final plan document will go through a final review by both the Commission and the City. Commission staff will make modifications to the plan document, including but not limited to layout changes, photo changes, and grammatical changes.
- 5.4 Local Adoption of the Plan – After the City and internal Commission review and public hearing, the final plan document will be presented to the City Board for approval/adoption (upon request).
- 5.5 Final Prints (10) of Plan Update and Submission to WDNR– Upon City Board adoption, the Commission will acquire professional prints of the final document and present them to the City. The final Plan and a printed version will be submitted to the WDNR to maintain eligibility for grant programs.
- 5.6 Storymap (Optional Add-In) – A supplemental web-based StoryMap will be created to visually present plan highlights and engage the public.

Proposed Project Timeline

The *City of Peshtigo Parks and Recreation Plan 2027 – 2032* will be completed within a 10–12-month time frame. Exhibit 1 shows a 12-month timeline which includes time for review and adoption of the plan by the City. This proposed timeline details five (5) meetings, one (1) site visit and one (1) public open house. If desired, this timeline can be adjusted, as necessary, to amend deadlines or the number of meetings.

Exhibit 1: Proposed Project Timeline

Project Phases	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
Phase 1: Project Management and Kickoff												
Task 2: Inventory of Existing Outdoor Recreation Facilities												
Task 3: Needs Assessment and Public Engagement												
Task 4: Goals, Objectives, and Recommendations												
Task 5: Plan Development and Adoption												



Deliverables

The Commission will provide the following products to the City:

- Ten (10) printed copies of the *City of Peshtigo Parks and Recreation Plan 2027 – 2032*.
- One (1) digital copy of the *City of Peshtigo Parks and Recreation Plan 2027 – 2032* in PDF format.
- GIS data created during the development of the plan can be provided to the City (upon request).

Qualifications and Experience

The Commission uses a team approach for its planning projects under the guidance of an experienced and qualified team leader who acts as the project coordinator. The Commission's team for the *City of Peshtigo Parks and Recreation Plan 2027 – 2032* consists of:

- **Assistant Director** will oversee the project and ensure diligent completion.
- **Environmental Planner** will serve as the project coordinator and will be the primary contact for the project.
- **GIS Specialist** will provide mapping, data analysis, and other visualization for this project.
- **Managerial Assistant** will handle all contracts, invoices, and administrative tasks.

Work Experience

With over 50 years of planning and project management experience, the Commission has the expertise and resources to successfully achieve the objectives of the proposed project. Commission is a multi-service entity within Wisconsin that delivers a variety of federal, state, and local programs. The Commission was created in 1972 as a public entity providing planning and technical assistance to member local governments in northeast Wisconsin. As such, Bay-Lake RPC is accountable to its local government members and serves as an effective partner for state and federal governments. The Commission works to provide opportunities and cooperative solutions to foster healthy and thriving communities within the region.

The Commission developed its first Comprehensive Outdoor Recreation Plan (CORP) in 1975 and since then has worked with a variety of county and local municipalities in the development and updates of many other CORPs, including most recently,

- [Manitowoc County Parks and Open Space Plan](#) and [Story Map](#)
- [Kewaunee County Outdoor Recreation Plan](#)
- [City of Marinette Outdoor Recreation Plan](#)
- [Florence County Outdoor Recreation Plan](#)
- [Town of Gibraltar Parks and Recreation Plan](#)

Fee Breakdown

The Commission's fee for completing the *City of Peshtigo Parks and Recreation Plan 2027 – 2032* will be \$31,488 as detailed in Table 1. Costs associated with Task 5.6 - the optional StoryMap, can also be found under Table 1.

As part of the project cost, the City will receive ten (10) printed copies of the plan and a link to a PDF version for download.

Additional meetings, document copies, and other work activities requested by the City (beyond those listed in this scope of services) will incur an additional cost, to be determined through mutual agreement. That cost would be based on a mutually agreed upon fee.

Table 1. Proposed Project Budget

Budget Summary	Hours	Cost Estimate
Personnel Costs		
Task 1: Project Management and Kickoff	37.50	\$2,927
Task 2: Inventory of Existing Outdoor Recreation Facilities	101.00	\$7,766
Task 3: Needs Assessment and Public Engagement	83.00	\$6,487
Task 4: Goals, Objectives, and Recommendations	43.00	\$3,391
Task 5: Plan Development and Adoption	119.00	\$9,129
Total	383.50	\$29,700
Non-Personnel Costs		
Travel		\$687
Public Materials, Mapping Supplies, Final Printing		\$1,100
Total		\$1,787
Total Cost		\$31,488

Optional "Add-Ins"	
Task 5.6 StoryMap	\$2,057
Total "Add In" Costs	\$2,057
Total Cost with Add-Ins	\$33,544

***Please note: The contents within this scope of services and cost proposal are valid for 60 days from June 30, 2026.**



Bay-Lake Regional Planning Commission

1861 Nimitz Drive

De Pere, WI 54115

920 448 2820

www.baylakerpc.org



Outlook

Re: Request for Quote – City of Peshtigo 5-Year Parks and Recreation Plan

From Silewski, Chris <SilewskiC@AyresAssociates.com>

Date Tue 6/30/2026 11:18 AM

To Seipel, Logan <SeipelL@AyresAssociates.com>; Katie Berman <katieb@ci.peshtigo.wi.gov>

 1 attachment (19 KB)

Peshtigo Comprehensive Outdoor Recreation Plan.docx;

Katie,

Sorry I wasn't able to connect last week. Logan and I had our wires crossed, and I ended up at an in-person community engagement in Milwaukee. It was a great event, but a long day.

Following our discussion, Logan and I have prepared the attached scoping document, which outlines a proposed scope and fee to complete a CORP for Peshtigo.

As you know, a typical RFP response would include additional materials such as staff resumes, project examples, and references. For context, I've also included a similar proposal we completed for Fox Crossing that outlines our team, scope, references, and methodology.

For budgeting purposes, I would recommend planning for approximately \$20,000 to \$50,000, depending on the desired level of engagement, evaluation, and graphics. This aligns with what I've seen in other communities.

Based on the attached scope, we estimate a fee of approximately \$35,000. If you have a specific budget in mind, we're happy to tailor the scope accordingly.

The proposed scope is similar to what we developed for Fox Crossing and likely includes more than you need at this stage; however, we prefer to start broad and refine as needed.

I'd be happy to walk through the details or discuss variables that may affect cost. Let me know if you'd like to connect this week or next. If we don't get a chance to chat, I hope you have a happy 4th of July.

 [Village of Fox Crossing Comprehensive Outdoor Recreation Plan Update 3.pdf](#)

Chris Silewski, PLA | Principal Landscape Architect

Office: 715.834.3161 | **Direct:** 715.831.7715

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Ingenuity, Integrity, and Intelligence.

From: Seipel, Logan <SeipelL@AyresAssociates.com>

Sent: Wednesday, June 24, 2026 3:06 PM

To: Katie Berman <katieb@ci.peshtigo.wi.gov>

Cc: Silewski, Chris <SilewskiC@AyresAssociates.com>

Subject: RE: Request for Quote – City of Peshtigo 5-Year Parks and Recreation Plan

Thanks Katie!

Peshtigo Comprehensive Outdoor Recreation Plan

The City of Peshtigo has a unique opportunity to position its park and recreation system as both a community asset and a regional draw. Anchored by the Peshtigo River and shaped by a strong local identity, the system serves a diverse range of users, from daily neighborhood recreation to seasonal visitors seeking access to water-based recreation, trails, and open space. At the same time, many of the City's assets reflect incremental growth over time, creating opportunities to better connect parks, enhance usability, and align investments with current and future needs. A Comprehensive Outdoor Recreation Plan provides the framework to move forward with clarity, balancing reinvestment, access, and long-term sustainability while strengthening the City's competitiveness for Wisconsin DNR funding.

Our team understands that this effort is not just about identifying projects, but about establishing a defensible, community-supported strategy for implementation. The plan must clearly document existing conditions, reflect resident priorities, and organize improvements into a realistic, phased capital program. Just as importantly, it must articulate how Peshtigo will leverage its natural resources, particularly the river corridor, to enhance recreation, improve connectivity, and support both local use and regional visitation. The result will be a DNR-compliant CORP that provides clear direction, aligns with funding opportunities, and equips City leadership with the tools needed to confidently advance park and recreation investments.

Step 1: Collect

Assessment and Review of Current Resources

The Collect phase establishes a clear, defensible understanding of the City of Peshtigo's existing park and recreation system, with particular emphasis on its identity as a river-based community and its role within Marinette County and the broader northeastern Wisconsin region.

During this step, we gather and evaluate all relevant data, including existing plans, policies, NRPA standards, Wisconsin CORP guidelines, demographic trends, and system inventory. Special attention is given to the Peshtigo River corridor, waterfront access points, trail connections, community recreation assets, and the City's unique historical and cultural context.

Field verification allows us to assess facility conditions, ADA accessibility, geographic distribution, and lifecycle considerations across parks, boat launches, trails, natural resource areas, and recreation facilities.

This phase moves beyond documenting amenities. We evaluate how well the system performs for both residents and visitors using structured criteria, including our Park Usability Index. The goal is to document strengths, identify service gaps, and establish measurable needs that support long-term reinvestment, tourism potential, and competitive grant positioning.

Deliverables

- Review summary of existing plans and standards
- Verified park and trail inventory

- NRPA Standards comparison for operations and facilities
- Facility condition and lifecycle observations
- Demographic and recreation trend analysis
- Park Usability Index evaluation summary
- System strengths and needs assessment memorandum
- Analysis of river access, water-based recreation assets, and launch conditions
- High-level assessment of trail connectivity to regional systems (County and State networks)

Step 2: Connect

Public and Stakeholder Engagement

The Connect phase ensures the CORP reflects the priorities of Peshtigo residents while recognizing the influence of visitors, seasonal users, and regional recreation patterns.

Through public workshops, advisory sessions, and a comprehensive online survey, we gather both qualitative input and quantifiable prioritization data. Engagement is structured to reflect Peshtigo's community character, balancing small-town values, strong local identity, and interest in enhancing recreation as a community and regional asset.

Stakeholder engagement will include local leaders, recreation groups, historical organizations, and entities connected to the river, tourism, and community events.

Input is analyzed systematically and synthesized into clear themes. From this information, we develop community user personas representing key groups such as families, active adults, youth recreation users, river users, and regional visitors. These personas provide a grounded, human-centered lens to guide prioritization.

This step ensures engagement is not just collected, but directly tied to decision-making and long-term implementation.

Deliverables

- Public workshop materials and facilitation
- Two public input workshops
- One Park Commission/City Council workshop
- Online survey instrument and administration
- Survey data summary and analysis
- Engagement findings memorandum
- Community user persona profiles
- Targeted stakeholder outreach to river users, fishing/boating groups, and regional recreation partners
- Coordination touchpoint with Marinette County and nearby municipalities on shared recreation priorities

Step 3: Consider

Development of the Updated Plan

The Consider phase translates analysis and community input into a prioritized, implementation-ready strategy tailored to Peshtigo's future.

We evaluate system improvements based on performance, community priorities, lifecycle urgency, geographic equity, feasibility, NRPA Standards, and grant eligibility. Particular emphasis is placed on:

- Strengthening access to and activation of the Peshtigo River
- Improving connectivity between parks, neighborhoods, and regional trails
- Enhancing underutilized assets into functional, program-ready spaces
- Supporting both local recreation needs and regional visitation

Planning-level cost estimates are developed to provide realistic financial context and to support capital budgeting and grant applications.

Recommendations are organized into a prioritized five-year capital improvement plan aligned with Wisconsin DNR CORP requirements, positioning the City for Stewardship and other funding opportunities.

This phase turns insight into action—providing a clear roadmap for reinvestment, maintenance, and strategic growth.

Deliverables

- Structured prioritization framework documentation
- Planning-level cost estimates
- Identification of potential funding sources
- Draft five-year capital improvement plan
- Draft Comprehensive Outdoor Recreation Plan (DNR-compliant)
- Riverfront and water access improvement strategy (planning-level recommendations)
- Park system connectivity framework (linking neighborhoods, river, and regional trails)
- Identification of high-impact, grant-ready priority projects

Step 4: Commit

Final Report and Presentation

The Commit phase formalizes the City of Peshtigo's direction and positions the community for implementation.

We prepare a comprehensive draft CORP documenting the planning process, system analysis, engagement results, and capital strategy. Following staff and Commission review, the plan is refined and presented to the City Council for adoption.

The final document is formatted to meet Wisconsin DNR requirements and support competitive grant applications. Special care is taken to clearly document prioritization logic, community input, and system needs—strengthening defensibility and improving funding success.

The final plan provides clarity—not just in vision, but in execution—helping the City confidently move forward with improvements that reflect both community values and long-term sustainability.

Deliverables

- Staff and Commission review draft
- Final Wisconsin DNR-compliant CORP
- Prioritized five-year capital improvement plan with cost guidance
- City Council presentation
- Twelve (12) printed and bound copies
- One (1) electronic copy suitable for grant submission
- Implementation roadmap identifying near-term (1–2 year) action items for City staff

PHONE 920-897-5253

SIGNATURE _____

TRACTOR SUPPLY CO. STORE #1136
Marinette, WI 54143
Phone: 715-732-2093

QUOTE: Date: June 15, 2026

C-981

Prepared For:
City of Peshtigo (Tax Exempt)
Attn: Lori T.
lorit@ci.peshtigo.wi.gov

Prepared By: Randy Marten
Store Manager
Tractor Supply Co. Store #1136

ITEMIZED QUOTE

1. Bad Boy ZT Avenger Zero-Turn Mower
 - o 60 in. Deck
 - o 26 HP Kohler V-Twin OHV Engine
 - o Hydro-Gear Transmission
 - o Color: Black/Orange

Qty: 1
Unit Price: \$4,999.99
Extended Price: \$4,999.99
2. Bad Boy Lawn Mower Ignition Switch Key
Qty: 1
Unit Price: \$6.49
Extended Price: \$6.49
3. Bad Boy 60 in. Deck Lawn Mower Belt
 - o Compatible with ZT Elite and Maverick Models

Qty: 1
Unit Price: \$89.99
Extended Price: \$89.99
4. Bad Boy 60 in. Fusion Lawn Mower Blades (3-Pack)
Qty: 1
Unit Price: \$74.99
Extended Price: \$74.99

SUBTOTAL: \$5,171.46
SALES TAX: \$0.00 (Tax Exempt)
TOTAL: \$5,171.46

This quote is prepared for the City of Peshtigo and is based on pricing available as of June 15, 2026.
Pricing and availability are subject to change.

Prepared by:

Randy Marten
Store #1136 – Marinette, WI
715-732-2093

Prepared For

CITY OF PESHTIGO
331 FRENCH ST STE A
PESHTIGO, WI 541571219
(715) 504-0894
LORIT@CITYOFPESHTIGO.US

Prepared By

Michael Johnson
Riesterer & Schnell, Inc.
23411 US 151
Chilton, WI 53014
9208632181
mjohnson@rands.com

Quote Id 2243950

Creation Date 15-Jun-2026

Expiration Date 22-Jun-2026

R&S Cover Page



Scan to View Product Brochures Online!
RANDS.com

Coming Through for You



Selling Equipment

Quote # 2243950
Customer CITY OF PESHTIGO

New 2026 JOHN DEERE Z530R ZTrak 5640GX

QTY In Group : 1

Hours	0	Suggested List
Serial Number	1GX530RFPTT193770	\$6,599.00
Stock Number	152412	Selling Price
PUK Parent Serial #	- - -	\$6,019.00

Equipment Summary

Description	Qty	List Price	Adjusted Selling Price
Z530R ZTrak	1	\$6,599.00	\$6,599.00

Base / Options

Description	Qty	List Price	Adjusted Selling Price
United States and Canada	1	\$0.00	\$0.00
54 in. High Capacity Deck	1	\$0.00	\$0.00
Total Base / Options		\$6,599.00	\$6,599.00

Customer Discounts

Description	Discount Amount
Total Discounts	(\$580.00)
Selling Price Subtotal	\$6,019.00
Total Selling Price	\$6,019.00

Prepared For

CITY OF PESHTIGO
331 FRENCH ST STE A
PESHTIGO, WI 541571219
(715) 504-0894
LORIT@CITYOFPESHTIGO.US

Prepared By

Michael Johnson
Riesterer & Schnell, Inc.
23411 US 151
Chilton, WI 53014
9208632181
mjohnson@rands.com

Quote Id 2244027**Creation Date** 15-Jun-2026**Expiration Date** 29-Jun-2026

R&S Cover Page

**Scan to View Product Brochures Online!****RANDS.com***Coming Through for You*

Selling Equipment

Quote # 2244027
 Customer CITY OF PESHTIGO

New 2026 JOHN DEERE Z545R ZTrak W/48HC 5650GX

QTY In Group : 1

Hours	2	Suggested List
Serial Number	1GX545RBLST190026	\$6,999.00
Stock Number	146477	Selling Price
PUK Parent Serial #	- - -	\$6,384.00

Equipment Summary

Description	Qty	List Price	Adjusted Selling Price
Z545R ZTrak W/48HC	1	\$6,999.00	\$6,999.00

Base / Options

Description	Qty	List Price	Adjusted Selling Price
United States and Canada	1	\$0.00	\$0.00
48 in. High Capacity Deck	1	\$0.00	\$0.00
Total Base / Options		\$6,999.00	\$6,999.00

Customer Discounts

Description	Discount Amount
Total Discounts	(\$615.00)
Selling Price Subtotal	\$6,384.00
Total Selling Price	\$6,384.00

Warranty Coverage

Type	Term	Expiration Date
JD PROMISE	JD PROMISE 30 DAYS	2025-11-26
BASIC WARRANTY	BASIC 48 MONTHS / 500 HOURS	2029-10-27

Extended Warranty Proposal

PowerGard™ Protection Plan

New 2026 JOHN DEERE Z545R ZTrak W/48HC 5650GX
Serial Number: 1GX545RBLST190026
Date: 15-Jun-2026

Machine/Use Information		Plan Description	Price	
Manufacturer	JOHN DEERE	Plan Type	Deductible	\$0.00
Equipment Type		Warranty Coverage	Quoted Price	\$0.00
Model	Z545R	Total Months	PowerGard List	\$0.00
Country	US	Total Hours	Date Quoted	

MFWD/Tracks N

GRACE pricing is only good during the first 12 months or 1000 hours of ownership for new tractors during the John Deere basic warranty period. After this period, DELAYED pricing can be purchased up to the end of the John Deere basic warranty for tractors of 24 months or 2000 hours, and having passed a special inspection/certification process. The Total Months and Hours listed above include the John Deere basic Warranty. "Limited" Plan coverage = Engine & Powertrain only. "Comprehensive" Plan coverage = Full Machine.

PowerGard Protection Proposal Prepared for:

I have been offered this extended warranty and

- ☐ I ACCEPT the PowerGard Protection
☒ I DECLINE the PowerGard Protection

Customer Name - Please Print

Customer Signature

If declined, I fully understand that any equipment listed above is not covered for customer Expenses due to component failures beyond the original basic warranty period provided by John Deere.

Note: This is not a contract. For specific PowerGard Protection coverage terms and conditions, please refer to the actual PowerGard Protection Plan contract for more information and the terms, conditions, and limitations of the agreement.

What PowerGard Protection is:

The PowerGard Protection Plan is an **extended warranty** program for reimbursement on parts and labor for covered components that fail due to faulty material or original workmanship that occur beyond the John Deere Basic Warranty coverage period. The agreement is between Deere & Company and the owners of select John Deere Commercial and Agricultural equipment, who purchase the PowerGard Plans for the desired coverage as indicated in this proposal.

What PowerGard Protection is not:

PowerGard Protection is **not insurance**. It also does not cover routine maintenance or high wear items, or insurance-related risks/perils such as collision, overturn, vandalism, wind, fire, hail, etc. It does not cover loss of income or loss of value of crops during or after an equipment failure. See the actual product-specific PowerGard Protection Plan agreement for a complete listing of covered components, and limitations and conditions under the program.

Features/Benefits:

PowerGard Protection includes the following features and benefits under the program:

- Pays for parts and labor costs incurred on failed covered components (less any applicable deductibles).
- Does not require pre-approval before repairs are made by the authorized John Deere dealership.
- Payments are reimbursed directly to the dealership, with no prepayment required by the contract holder.
- PowerGard Protection agreements ensure that only Genuine John Deere Parts are used in all repairs.
- PowerGard coverage is fully transferable to future owners, with no transfer fees when coverage remains.
- PowerGard ensures higher resale value and makes equipment more marketable during the sale or trade-in.
- PowerGard allows you to budget your total cost of ownership, with financing available through John Deere Financial or other sources.
- PowerGard helps prevent large, unexpected repair bills during later years of equipment ownership, in exchange for a smaller protection fee up front.

MINUTES

FIRE, LIGHTING & BUILDING

WEDNESDAY, JUNE 17, 2026 – 3:00 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

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

Others Attending: Mayor Katie Berman, Building Inspector Joe Last, Public Works Director Matt Decur, and Alderman Joel Ahrens

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

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

Motion carried 3/0.

Motion by O'Neill and seconded by Sievert to approve the April 30, 2026 meeting minutes.

Motion carried 3/0.

Nuisance property enforcement procedures, including ordinance violation notices, timelines, follow-up steps, and enforcement options:

The Committee discussed nuisance property enforcement procedures and reviewed current Police Department notices along with proposed letters prepared by the City Attorney.

Discussion focused on creating a consistent written process for nuisance complaints and ordinance violations. The proposed process would allow City staff, department heads, DPW, the Building Inspector, or the Mayor to document concerns with photos and forward them to the Police Department. The Police Department would verify the violation when appropriate and issue an initial notice with a compliance deadline.

If the violation is not corrected by the deadline, the Police Department would issue a citation and the matter would proceed through the court process. If the nuisance remains after court action, the City may continue enforcement using additional letters and follow-up steps through the City Attorney.

The Committee discussed having the City Attorney draft a resolution establishing the nuisance enforcement procedure in writing for Council consideration.

Motion by Klimek, second by O'Neill, to recommend Council direct the City Attorney to draft a resolution establishing a written nuisance property enforcement procedure for City use.

Motion carried 3/0

Building Inspector Report – Joe Last:

Joe Last provided a verbal Building Inspector report. June Building Inspection Report will be distributed at the July Council meeting.

The Building Inspector reported ongoing follow-up with an individual who owns multiple rental properties in the City and stated that written timelines for needed work have been requested but not yet received.

He also reported an increase in permits and inspection-related questions, including questions about fencing requirements and placement. Discussion was held regarding fence permits, proper complaint procedures, and concerns about residents contacting City officials at private residences rather than through City Hall or official channels.

The Building Inspector noted the importance of residents submitting complaints directly to City Hall or the Building Inspector so concerns can be properly documented and addressed.

Fire/EMS CIP purchase of an incident command vehicle:

The Committee discussed the Fire/EMS CIP purchase of an incident command vehicle. It was noted that the Fire Chief had been called away during the meeting.

The Committee reviewed vehicle quotes, with the low quote being \$48,548 and \$60,000 allocated in the CIP. Discussion included additional anticipated costs for a cap, outfitting, decals, and related equipment.

The Committee discussed the purpose of the vehicle, including use as a support vehicle at fire scenes, transporting rolled hose and equipment back to the station, and transportation for inspections, trainings, schools, conferences, and other Fire Department activities. Questions were raised regarding whether a pickup truck is necessary or whether another lower-cost vehicle could meet the department's needs.

The Committee requested additional information, including full outfitting costs and further explanation from the Fire Chief regarding the vehicle's use and necessity. The item will be placed on the next agenda. No formal action was taken.

Fire/EMS organizational structure:

The Committee discussed the Fire/EMS organizational structure. It was noted that the Fire Chief was not present and that no copies of the proposed structure were available for review.

The item was tabled until the next meeting. The Fire Chief will be asked to email the information to Committee members prior to the next meeting.

No formal action was taken.

Fire/Rescue Department Supplement to the City Employee Handbook:

The Committee discussed the proposed Fire/Rescue Department supplement to the City Employee Handbook. It was explained that the supplement would connect Fire/EMS-specific policies, including paid-on-call matters, chain of command, EMS documentation, HIPAA-related information, and other department procedures, back to the City's current employee handbook.

The Committee agreed the Fire Chief should have additional time to review the supplement and confirm the Fire/EMS-specific language is accurate. The item was tabled until the Fire Chief can be present. No formal action was taken.

Resignation of EMR Frederick Marsh:

The Committee reviewed the resignation of EMR Frederick Marsh, effective May 31, 2026. The Committee expressed appreciation for his service to the City and wished him well in the future.

Motion by Klimek, second by Sievert, to recommend Council accept the resignation of Frederick Marsh from EMR.

Motion carried 3/0

Fire/EMS recruitment, retention, and active membership roster:

The Committee discussed Fire/EMS recruitment, retention, and the active membership roster. It was noted that the Fire Chief would be asked to provide the active roster and organizational structure to Committee members.

Discussion included concerns that the active membership list appears lean and that the same members are frequently responding or participating. The Committee discussed the importance of understanding current staffing levels, shift coverage, and potential burnout.

The Committee also discussed the difficulty of recruiting and retaining mostly volunteer fire and EMS personnel, including the time commitment and increased training requirements. Possible recruitment efforts, such as open-house-style events, were discussed, along with the possibility of gathering ideas from the State of Wisconsin, other agencies, and rural departments facing similar challenges.

The Committee also briefly discussed mutual aid, MABAS, and whether shared services, combined departments, or fire district models have been considered in other communities.

No formal action was taken.

Fire/EMS Chief Report:

No Fire/EMS Chief report was provided because the Fire Chief was not present. The report will be provided at the next meeting or at Council.

Other Matters: DPW Director Matt Decur provided an verbal update on the Landmark building. A pre-bid meeting and contractor walk-through are scheduled for Monday, and bids are due June 30, 2026. Bids will be opened online and reviewed by the City and consultant, including discussion of funding options and next steps for demolition.

Decur stated the matter may come before Council as early as July 7, 2026, or return to Committee next month depending on timing and funding information from DNR and WEDC.

Set future meeting(s):

The next Fire, Lighting & Building meeting was scheduled for Tuesday, July 21, 2026 at 3 p.m.

Motion by Sievert and seconded by O'Neill to adjourn at 3:47 p.m.

Motion carried 3/0.

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

Katie Berman

Mayor

RESOLUTION NO. 2026 – 02
RESOLUTION ADOPTING NUISANCE ABATEMENT POLICY

WHEREAS, the City of Peshtigo (“Municipality”) is responsible for protecting the health, safety, and welfare of its residents; and

WHEREAS, recurring public nuisances—such as accumulations of junk, unsafe structures, excessive noise, environmental hazards, and other conditions detrimental to public health—have created enforcement challenges and increased demands on municipal resources; and

WHEREAS, Wisconsin Statutes §§ 66.0113, 66.0127, 823.01–823.07, and related provisions authorize municipalities to regulate, declare, and abate public nuisances, including through administrative enforcement, special charges, and cost recovery; and

WHEREAS, establishing a clear nuisance abatement policy will promote consistent enforcement, provide due process to affected property owners, and ensure timely resolution of hazardous or disruptive conditions; and

WHEREAS, the governing body finds it necessary and appropriate to adopt a formal policy outlining procedures for identifying, noticing, and abating nuisances within the Municipality.

NOW, THEREFORE, BE IT RESOLVED by the City of Peshtigo, Wisconsin, that:

1. Adoption of Nuisance Abatement Policy

The Municipality hereby adopts the Nuisance Abatement Policy attached hereto as Exhibit A, establishing standards and procedures for identifying, documenting, and abating public nuisances.

2. Authority to Enforce

The Mayor, City Clerk, Police Department, Building Inspector, Director of Public Works, City Attorney, Fire Department, or other designated officials are authorized to enforce the policy, issue notices of violation, and take necessary steps to abate nuisances pursuant to Wisconsin Statutes and local ordinances.

3. Notice and Due Process

All enforcement actions shall include written notice to the property owner and occupant, and provide reasonable timelines for correction, and an opportunity to be heard as outlined in the policy.

4. Abatement by Municipality

If a nuisance is not corrected within the specified timeframe, the Municipality may enter the property to abate the nuisance, consistent with statutory authority and constitutional protections.

City of Peshtigo

Nuisance Properties Cleanup Process

Policy

Nuisance Properties are unsightly, unsafe, environmentally hazardous, detrimental to property values of others and are a blight on the whole neighborhood and the City. In addition, Nuisance Properties negatively affect law abiding citizens, discourage reinvestment, and consume police and other city services.

It is the policy of the City of Peshtigo to follow a four-stage process to deal with Nuisance Properties:

- identify and document the nuisance;
- notify the owner with a warning letter;
- require an abatement plan;
- and take enforcement action (citations, inspection warrants, or court ordered abatement) if the nuisance continues.

Legal Foundation

Wisconsin Statutes Chapter 823 is titled "Nuisances" and contains statutes that allow municipalities, counties, and individuals to take legal action against public nuisances. Similarly, Article IV of the City of Peshtigo Code of Ordinances is entitled "Public Nuisances" and defines what constitutes a public nuisance and authorizes the city to abate nuisances, seek injunctions, recover costs, and take legal action.

The City does not have to be personally injured by the nuisance in order to take action and the City may not seek to abate every Nuisance Property but will determine the appropriate action on a case-by-case basis after consideration of the history of the property, anticipated costs to the City, and other relevant factors.

What Constitutes a Nuisance Property

Sec. 28-164 of the City of Peshtigo Code of Ordinances and other city ordinances enumerate examples of public health nuisances and include, without limitation, the following acts, omissions, places, conditions and things:

- Unburied carcasses;
- Breeding places for vermin, etc.
- Stagnant water;
- Noxious Weeds;
- Noxious odors and air pollution;
- Accumulations of refuse.
- Dilapidated buildings;
- Noisy animals or foul
- Accumulation of vehicles



City Of Peshtigo
DEPARTMENT OF POLICE

331 French Street • Peshtigo, WI 54157 • 715-582-4511



Date of Mailing: _____ Name of Property Owner: _____

Property Owner / Offending Person Address: _____ Incident Number: _____

Dear Property Owner or Responsible Party,

The City of Peshtigo has been made aware that the property located at _____ is in direct violation of the following property sanitation code(s):

- ☐ 10-168 – Safe and Sanitary Maintenance of Property (1st Violation: \$200)
 - ☐ (3) Debris ☐ (4) Fences / Walkways ☐ (5) Exterior Surfaces
 - ☐ (6) Yard Areas ☐ (9) Outside Stairs / Porches ☐ (10) Removal of Debris
- ☐ 28-162 – Public Nuisances (1st Violation: \$600)
- ☐ 28-164 – Public Nuisances (1st Violation: \$200)
 - ☐ (8) Odors ☐ (11) Accumulation of Refuse
- ☐ 28-166 – Public Nuisances (1st Violation: \$200)
 - ☐ (8) Dilapidated Buildings ☐ (2) Illegal Buildings ☐ (10) Noisy Animals
- ☐ 40-51 – Removal of Snow from Sidewalks – 48 Hours (1st Violation: \$200)
- ☐ 40-56 – Display of House Numbers (1st Violation: \$100)
- ☐ 44-184 – Vehicle Parked on Roadway Longer than 48 Hours (1st Violation: \$100)
- ☐ 44-440(b) – Junked Vehicles and Appliances on Private Property (1st Violation: \$300)

☐ Or you, the property owner / offending person / animal owner, are in direct violation in complying with following Health and Well-Being ordinance(s):

- ☐ 8-28 – Animals Causing Damage / Defecating on Property without Consent (1st Violation: \$200)
- ☐ 8-29 – Habitually Barking / Crying / Yelping Cat or Dog (1st Violation: \$100)
- ☐ 8-101 – Owning Dog or Cat Causing a Nuisance (1st Violation: \$200)
- ☐ 8-102 – Animals Running at Large (1st Violation: \$200)
- ☐ 8-105 – Failure to Provide Food and Water to Animals (1st Violation: \$200)
- ☐ 8-106 – Failure to Provide Shelter to Animals (1st Violation: \$200)
- ☐ 8-109 – Failure to Clean up After Animals (1st Violation: \$200)
- ☐ 11-6 – Sex Offender Residency Restrictions (1st Violation: \$400)
 - ☐ (3)(a) Prohibited Location of Residence ☐ (3)(b) Prohibited Activity
- ☐ 28-35 – Harassment (1st Violation: \$300)
- ☐ 28-62 – Littering on Public / Private Property (1st Violation: \$220)
 - ☐ (c) Disposing of Materials on Street / Sidewalks / Public Property

Additional Comments and Details: _____

Continued

Additional information pertaining to these city ordinances can be found on Municode.com by navigating to Wisconsin, Peshtigo City, and then finding the codes above. The format is Chapter Number – Ordinance Number - Subsection. You may also visit Peshtigo City Hall or Peshtigo Police Department (331 French Street) for further information on these Ordinances.

Victim Information:

☐ Society

☐ Person

Name: _____

Address: _____

☐ Property

Address: _____

Business Name: _____

Compliance Date:

☐ You must immediately cease any actions contributing to the violation of this ordinance upon receipt of this letter. The City will presume this letter was received no later than seven days after the mailing date listed above.

☐ You have until *(Date)* _____ at *(Time)* _____ to get the property listed above, or take the necessary actions, to gain compliance with the specified ordinance.

Penalties:

We are confident that you will remedy these issues and continue to remain in compliance once corrected. However, if it is determined that you are still not in compliance with the ordinance(s) by the listed date and time, or if you again fall out of compliance with this ordinance, one or more citations may be issued.

Second and subsequent citations may be issued if the violation continues or reoccurs, whether previously corrected or not, for more than seven days after the court enters a judgment of guilty for the previously issued citation. There is no time limit between offenses that would prevent a later offense from being treated as a second or subsequent violation.

All fine amounts have been established by the City of Peshtigo in an ordinance fee schedule.

If this letter is specifically in reference to a property sanitation issue, daily penalties or billed work necessary to bring the property into compliance may also be incurred if continued noncompliance is determined to be an issue. You, as the owner of the property, will be responsible for all costs associated with billed work, including but not limited to labor costs, towing, equipment costs, and disposal fees.

This is NOT a citation. This is a warning letter informing you of the ordinance(s) that you, your tenants, or other responsible parties have been found to be violating.

Endorsement:

Officer Name and Badge Number: _____

CITY OF PESHTIGO

Telephone 715-528-3041

331 French Street - Suite A - Peshtigo, WI 54157



OFFICIAL NOTICE

June 1, 2026

John Smith
123 Berman Lane
Peshtigo, WI 54157

RE: Failure to Abate Nuisance

Dear Mr. Smith:

Following an inspection of your property on _____, 2026, it appears that our previous attempts to gain your voluntary cooperation and compliance in addressing issues concerning your property located at 123 Berman Lane in previous letters dated June 1, 2026 and June 15, 2026 have been unsuccessful. Therefore, this letter serves as notice of impending expenses to be billed to you until compliance can be obtained.

INSPECTION EXPENSES

Enclosed please find an invoice for the cost of inspection of your property which occurred on today's date. Please understand that your property will be monitored every thirty (30) days from the date of this letter until compliance with abatement of the identified nuisance is achieved, the cost of which shall be charged to you, and if not paid, assessed against your property as a special charge.

Continued non-compliance may result in further enforcement actions in addition to the above, including municipal fines and other compliance measures.

We trust that you will give this matter your immediate attention.

Dated this ____ day of _____, ____

CITY OF PESHTIGO:

Responsible official

Phone:

Email:

Drafted by:
Attorney David P. Spangenberg, City Attorney

CITY OF PESHTIGO

Telephone 715-528-3041

331 French Street - Suite A - Peshtigo, WI 54157



June 1, 2026

John Smith
123 Berman Lane
Peshtigo, WI 54157

RE: Notice of Nuisance Violation – Accumulation of Junk/Debris at 123 Berman Lane

Dear Mr. Smith:

This letter shall serve to notify you that upon a complaint and inspection of your property, it has been determined that the property referenced above is in violation of Sec. 28-162 of the Peshtigo Code of Ordinances which requires that no person shall erect, contrive, cause, continue, maintain, or permit to exist any public nuisance within the City. All premises within the city must be maintained and be free of excessive debris, refuse, junk cars, overgrown vegetation, and other public nuisances.

During an inspection conducted on [date], the City observed the following conditions which constitute a public nuisance:

[List specific items: e.g., scrap metal, inoperable vehicles, appliances, garbage bags, construction debris, etc.]

[Any additional observations]

Required Action

Please remove and properly dispose of all junk, debris, and nuisance materials from the property within 15 days of the date of this notice to avoid escalating enforcement procedures.

Thank you in advance for your anticipated cooperation in timely correcting this violation.

CITY OF PESHTIGO:

Responsible Official

cc: City Clerk
Chief of Police

Drafted by:
David Spangenberg, City Attorney

CITY OF PESHTIGO

Telephone 715-528-3041

331 French Street - Suite A - Peshtigo, WI 54157



OFFICIAL NOTICE

June 1, 2026

FINAL WARNING

John Smith
123 Berman Lane
Peshtigo, WI 54157

RE: **Final Warning- Notice to Abate Nuisance- Clean Up Property**

Dear Mr. Smith:

As you are aware, the city requested your cooperation in addressing issues concerning your property located at 123 Berman Lane in a letter dated to you of June 1, 2026. To date, after inspection it appears that the issues identified have not been resolved. Therefore, this letter serves as a final warning from the city of Peshtigo regarding your obligation to correct the violations identified on your property.

COMPLIANCE REQUIREMENT

You are hereby directed to clean up your property and restore the property to compliance no later than **fifteen (15) days from the date of this letter.**

Failure to comply by the stated deadline may result in further enforcement actions, including but not limited to, municipal costs of inspections, fines and other compliance measures at your expense.

If you have questions or require clarification, please contact the responsible official listed below during regular business hours.

We appreciate your prompt attention to this matter and your cooperation in maintaining the safety and appearance of our community.

Dated this ____ day of _____, ____

CITY OF PESHTIGO:

Responsible official

Phone:

Email:

Drafted by:
Attorney David P. Spangenberg, City Attorney

5/30/2024

To Whom it may concern,

I Frederick D. Marsh
will be resigning from
the City of Peshigo
Fire Rescue Department
effective May 31st 2024.

Sincerely

Frederick D. Marsh

Frederick D. Marsh



Ingenuity, Integrity,
and Intelligence.

June 30, 2026

Katie Berman, Mayor
City of Peshtigo
331 French Street
Peshtigo WI 54157

Re: Former Landmark Property Demolition
310 Oconto Avenue
City of Peshtigo
June 2026

Dear Mayor Berman:

At the bid opening on June 30, 2026, at 10:00am local time, four bids were received for the referenced project as shown on the attached bid tabulation. The apparent low bidder is Triple P, Inc. DBA Peters Concrete Company with a base bid amount of \$181,715.00.

The bid forms appear to be complete and in order. The apparent low bid amount is within estimate for the project. Therefore, we recommend award of the contract to the apparent low bidder as listed above.

If you should have any questions on contract award, please contact me at fanr@ayresassociates.com or 920.327.7833. Please let us know when you have approved award of the contract.

Sincerely,

Ayres Associates Inc.

Ramona Fan, PE
Project Manager - Civil Engineer

Enclosure: Bid Tabulation



MINUTES

FINANCE & CLAIMS

MONDAY – JUNE 22, 2026 – 11:30 A.M.

COMMON COUNCIL, MUNICIPAL BUILDING

Members present: Acting Chair Brigitte Schmidt and Robert Warren.

Members excused: Deborah Sievert

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, Interim-Police Chief Derek Koronkiewicz, and Alderson Person Tony O'Neill.

Acting Chair Schmidt called the meeting to order at 11:30 a.m.

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

Minutes:

Motion by Warren and seconded by Schmidt to approve the March 25, 2026 meeting minutes. Motion carried 2/0.

Disbursements:

Disbursements were reviewed.

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

RLF/UDAG loans and payments:

RLF/UDAG loans and payments were reviewed.

Schedule of Appropriation Entries:

Clerk-Treasurer Kasal presented June 2026 Appropriation Entries of \$9,385.88. Adjustments were reviewed and discussed.

Motion by Schmidt and seconded by Warren recommending Council approve the \$9,385.88 June 2026 Budget Adjustments and Transfers. Motion carried 3/0.

Baycom / Motorola invoices for 12/21/22-4/17/26:

Motorola invoices totaling \$25,242.50 from 12/21/22 – 4/17/26 were reviewed. The outstanding invoices were for the purchase of services and equipment. Discussion was held on how to fund the purchases. Police Chief Koronkiewicz and Clerk-Treasurer Kasal will review the 2026 Budget to determine if some of the cost can be covered through the budget.

Motion by Schmidt and seconded by Warren recommending Council approve the payment of \$25,242.50 to Motorola for invoices from 12/21/22 – 4/17/26 to be funded from the General Fund and the 2026 Budget. Motion carried 2/0.

2026 JUNE BUDGET ADJUSTMENTS & TRANSFERS

ADJUSTMENTS

[illegible]

TRANSFERS

		From:		To:	
			\$ -		\$ -
					\$ 9,385.88
	To Finance & Claims Committee				
	June 22, 2026				



Motorola Case #06394078 updates - for PESHTIGO POLICE DEPT, CITY OF

From Eric Schroeder <eschroeder@baycominc.com>

Date Fri 6/12/2026 6:40 AM

To Derek Koronkiewicz <derekk@ci.peshtigo.wi.gov>; Fred Popp <fredp@ci.peshtigo.wi.gov>

Cc Anna Mierzwa <anna.mierzwa@motorolasolutions.com>; Motorola Solutions Notification <msinotify@motorolasolutions.com>; chad.olszewski@motorolasolutions.com <chad.olszewski@motorolasolutions.com>; rpa001@motorolasolutions.com <rpa001@motorolasolutions.com>; roman.ishchenko@motorolasolutions.com <roman.ishchenko@motorolasolutions.com>; Michael Roberge <michael.roberge@motorolasolutions.com>; Eric Schroeder <eschroeder@baycominc.com>

Some people who received this message don't often get email from eschroeder@baycominc.com. [Learn why this is important](#)

Hi Chief Popp and Lieutenant Derek Koronkiewicz,

Hope all is well in the City of Peshtigo!

Motorola has been attempting to reach you in reference to some unpaid invoices.

Do you have time for a call with me today to review these and get the payment process started?

Number	Seq	Class	Days Late	Due Date	Currency	Original	Balance Due	Status
8281456345		1 Invoice	1334	7-Oct-22	USD	\$ 9,110.00	\$ 8,735.20	Open
8281711574		1 Invoice	966	10-Oct-23	USD	\$ 5,321.35	\$ 5,321.35	Open
8230548646		1 Invoice	152	1-Jan-26	USD	\$ 1,744.93	\$ 1,744.93	Open
8230441659		1 Invoice	828	25-Feb-24	USD	\$ 451.89	\$ 451.89	Open
8282031508		1 Invoice	523	26-Dec-24	USD	\$ 6,303.22	\$ 6,303.22	Open
8230492474		1 Invoice	517	1-Jan-25	USD	\$ 1,630.78	\$ 1,630.78	Open
8230548442		1 Invoice	152	1-Jan-26	USD	\$ 517.37	\$ 517.37	Open
8230492283		1 Invoice	517	1-Jan-25	USD	\$ 483.52	\$ 483.52	Open
8282019179		1 Invoice	541	8-Dec-24	USD	\$ 414.24	\$ 414.24	Open

Thank you,

BAYCOM

Eric Schroeder
Communications Consultant

\$25,242.50

BAYCOM | A lifeline in the moments that matter

2040 Radisson Street, Green Bay, WI 54302

t: 920-544-4203 c: 920-621-6389



Motorola Case #06394078 updates - for PESHTIGO POLICE DEPT, CITY OF

Organizer Eric Schroeder <eschroeder@baycominc.com>
Meeting time This event occurred 1 hour ago (Wed 6/17/2026 8:00 AM - 8:30 AM)
Location Microsoft Teams Meeting
My response Accepted
Required attendees Eric Schroeder, Derek Koronkiewicz, Chad Olszewski
Optional attendees Roman Ishchenko, Anna Mierzwa
Message sent Sat 6/13/2026 7:49 AM

Motorola has been attempting to reach you in reference to some unpaid invoices.
Do you have time for a call with me today to review these and get the payment process started?

Number	Seq	Class	Days Late	Due Date	Currency	Original	Balance Due	Status
8281456345		1 Invoice	1334	7-Oct-22	USD	\$ 9,110.00	\$ 8,735.20	Open
8281711574		1 Invoice	966	10-Oct-23	USD	\$ 5,321.35	\$ 5,321.35	Open
8230548646		1 Invoice	152	1-Jan-26	USD	\$ 1,744.93	\$ 1,744.93	Open
8230441659		1 Invoice	828	25-Feb-24	USD	\$ 451.89	\$ 451.89	Open
8282031508		1 Invoice	523	26-Dec-24	USD	\$ 6,303.22	\$ 6,303.22	Open
8230492474		1 Invoice	517	1-Jan-25	USD	\$ 1,630.78	\$ 1,630.78	Open
8230548442		1 Invoice	152	1-Jan-26	USD	\$ 517.37	\$ 517.37	Open
8230492283		1 Invoice	517	1-Jan-25	USD	\$ 483.52	\$ 483.52	Open
8282019179		1 Invoice	541	8-Dec-24	USD	\$ 414.24	\$ 414.24	Open

**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
Federal Tax ID: 36-1115800

Visit our website at www.motorolasolutions.com**ORIGINAL INVOICE**

Transaction Number 8281456345	Transaction Date 07-SEP-2022	Transaction Total 9,110.00 USD
P.O. Number Pano to ZSL Conversion Order Prior to 4-15	P.O. Date 21-FEB-2022	Customer Account No 1036864959
Payment Terms Net Due in 30 Days		Payment Due Date 07-OCT-2022
Bill To Address PESHTIGO POLICE DEPT, CITY OF ATTN: Accounts Payable 331 FRENCH ST PESHTIGO WI 54157 United States	Ship To Address PESHTIGO POLICE DEPT, CITY OF 331 FRENCH ST PESHTIGO WI 54157 United States	

IMPORTANT INFORMATION

Ultimate Destination
 United States

Freight Terms: FREIGHT
 PREPAID
Inco Term: CIF

PESHTIGO,WI,US,INCOTERM
 S@ 2010

Sales Order(s): 3202611074
Delivery Number(s): 9107438273

For all invoice payment inquiries contact
 SLT5CTRB@motorolasolutions.com
 Telephone: 800-247-2346
 Fax: +1(631)883-4238

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	IV-BND-VW-ZS-10	4RE/VISTA WIFI BUNDLE, ZERO SIGHTLINE SO Line #: 1.1 Ship Date: 06-SEP-2022	2	4,555.00	9,110.00
	Consisting of the following items				
	WGA00496	FRONT CAMERA 4RE HD ZERO SIGHTLINE (ZSL)	2	0.00	0.00
		SERIAL NUMBERS CAM5-028010 CAM5-028020			
	WGA00574	4RE, VISTA HD, WIFI, SMART POE SWITCH	2	0.00	0.00
	WGP01443-001-KIT	BRKT KIT 4R DVR UNIVERSAL	2	0.00	0.00
	WGP01832	CBL 4RE HDMI PORT 2IR CAM 2-PIN 16'5000MM	2	0.00	0.00

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8281456345	Customer Account No 1036864959	Payment Due Date 07-OCT-2022	Transaction Total 9,110.00 USD	Amount Paid
---	--	--	---	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

PESHTIGO POLICE DEPT, CITY OF
 ATTN: Accounts Payable
 331 FRENCH ST
 PESHTIGO WI 54157
 United States

Payment Transfer Details

CHICAGO
 WIRE Routing Transit Number: 026009593
 ACH/EFT Routing Transit Number: 111000012
 SWIFT: BOFAUS3N
 Bank Account No: 3756319819

Send Payments To:**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 13104 Collections Center Drive
 Chicago IL 60693
 United States
 Please provide your remittance details to:
US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

**MOTOROLA SOLUTIONS****Motorola Solutions, Inc.**

500 West Monroe

Chicago IL 60661

United States

Federal Tax ID: 36-1115800Visit our website at www.motorolasolutions.com**ORIGINAL INVOICE**

Transaction Number 8281711574	Transaction Date 10-SEP-2023	Transaction Total 5,321.35 USD
P.O. Number NTP	P.O. Date 16-JAN-2023	Customer Account No 1036864959
Payment Terms Net Due in 30 Days	Payment Due Date 10-OCT-2023	
Bill To Address PESHTIGO POLICE DEPT, CITY OF ATTN: Accounts Payable 331 FRENCH ST PESHTIGO WI 54157 United States	Ship To Address PESHTIGO POLICE DEPT, CITY OF 331 FRENCH ST PESHTIGO WI 54157 United States	

IMPORTANT INFORMATION**Ultimate Destination**
United States**Freight Terms:** FREIGHT
PREPAID**Inco Term:** CPT
NEAREST PORT OF IMPORT
Forwarder 0002**For all invoice payment inquiries contact**
AccountsReceivable@motorolasolutions.com
Telephone: 800-247-2346
Fax: +1(631)883-4238**Sales Order(s):** 3202860083**Delivery Number(s):** 9109984086**SPECIAL INSTRUCTIONS / COMMENTS**

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	M25KSS9PW1BN	APX6500 ENHANCED VHF MOBILE SO Line #: 1.1 Ship Date: 08-SEP-2023 SERIAL NUMBERS 527CZT0369	1	2,374.69	2,374.69
1.1	LSV01S00131A	G78AT - ENH: 3 YEAR ESSENTIAL SVC : Duration Service From: 09-SEP-2023 Service To: 08-SEP-2026	1	288.00	288.00
1.2	GA01606AA	ADD: NO BLUETOOTH/WIFI/GPS ANTENNA NEEDED	1	0.00	0.00
1.3	G792AB	ADD:VHF ANT WIDEBAND 136-174 MHZ	1	60.59	60.59
1.4	W22BA	ADD: STD PALM MICROPHONE APX	1	57.67	57.67

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8281711574	Customer Account No 1036864959	Payment Due Date 10-OCT-2023	Transaction Total 5,321.35 USD	Amount Paid
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Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

PESHTIGO POLICE DEPT, CITY OF
ATTN: Accounts Payable
331 FRENCH ST
PESHTIGO WI 54157
United States**Payment Transfer Details**Bank of America, Dallas
WIRE Routing Transit Number: 026009593
ACH/EFT Routing Transit Number: 111000012
SWIFT: BOFAUS3N
Bank Account No: 3756319806**Send Payments To:****MOTOROLA SOLUTIONS**Motorola Solutions, Inc.
13108 Collections Center
Chicago IL 60693
United StatesPlease provide your remittance details to:
US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

Speed Radio



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8230492283	Transaction Date 02-DEC-2024	Transaction Total 483.52 USD
P.O. Number	P.O. Date	Customer Account No 1036864959
Payment Terms Net Due in 30 Days		Payment Due Date 01-JAN-2025
Bill To Address PESHTIGO POLICE DEPARTMENT ATTN: Accounts Payable PO BOX 6 PESHTIGO WI 54157 United States		Ship To Address PESHTIGO POLICE DEPARTMENT PO BOX 6 PESHTIGO WI 54157 United States

Visit our website at www.motorolasolutions.com

IMPORTANT INFORMATION

Sales Order(s): USC000336061-R02-SEP-24 20:02:51

For all invoice payment inquiries contact
AccountsReceivable@motorolasolutions.com
Telephone: 800-247-2346
Fax: +1(631)883-4238

SPECIAL INSTRUCTIONS / COMMENTS

General Comment: Regular Invoice

To view your invoices in other formats and perform secure online bill payment, login to your account on <http://www.motorolasolutions.com/self-service/myaccount/billingmanagement/>. For online support, contact the Motorola Solutions Support team using the online Chat feature or by calling 1-800-422-4210

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	SSV00S00036A-SP	Equipment at Site: 1865306 1036864959 PO BOX 6 PESHTIGO WI 54157 United States FLEX MOBILE AVL AND MAPPING MAINTENANCE - STANDARD:01-JAN-2025:31-DEC-2025: Service From: 01-JAN-2025 Service To: 31-DEC-2025	1	181.57	181.57
2	SSV00S00354A-SP	FLEX MOBILE VOICELESS CAD MAINTENANCE - STANDARD:01-JAN-2025:31-DEC-2025: Service From: 01-JAN-2025 Service To: 31-DEC-2025	1	181.57	181.57
3	SSV00S00468A-SP	FLEX QUICKEST ROUTE MAINTENANCE - STANDARD:01-JAN-	1	120.38	120.38

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8230492283	Customer Account No 1036864959	Payment Due Date 01-JAN-2025	Transaction Total 483.52 USD	Amount Paid
---	--	--	---	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

PESHTIGO POLICE DEPARTMENT
ATTN: Accounts Payable
PO BOX 6
PESHTIGO WI 54157
United States

Payment Transfer Details

Bank of America, Dallas
WIRE Routing Transit Number: 026009593
ACH/EFT Routing Transit Number: 111000012
SWIFT: BOFAUS3N
Bank Account No: 3756319806

Send Payments To:



Motorola Solutions, Inc.
13108 Collections Center Drive
Chicago IL 60693
United States
Please provide your remittance details to:
US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

Maintenance

**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8230492474	Transaction Date 02-DEC-2024	Transaction Total 1,630.78 USD
P.O. Number	P.O. Date	Customer Account No 1036864959
Payment Terms Net Due in 30 Days		Payment Due Date 01-JAN-2025
Bill To Address PESHTIGO POLICE DEPARTMENT ATTN: Accounts Payable PO BOX 6 PESHTIGO WI 54157 United States	Ship To Address PESHTIGO POLICE DEPARTMENT PO BOX 6 PESHTIGO WI 54157 United States	

Visit our website at www.motorolasolutions.com**IMPORTANT INFORMATION**

For all invoice payment inquiries contact
 AccountsReceivable@motorolasolutions.com
 Telephone: 800-247-2346
 Fax: +1(631)883-4238

Sales Order(s): USC000336208-R02-SEP-24 20:03:04**SPECIAL INSTRUCTIONS / COMMENTS****General Comment:** Regular Invoice

To view your invoices in other formats and perform secure online bill payment, login to your account on <http://www.motorolasolutions.com/self-service/myaccount/billingmanagement/>. For online support, contact the Motorola Solutions Support team using the online Chat feature or by calling 1-800-422-4210

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	SSV00S00015A-SP	Equipment at Site: 1865306 1036864959 PO BOX 6 PESHTIGO WI 54157 United States FLEX HUB MAINTENANCE (ENHANCED) - STANDARD:01-JAN-2025:31-DEC-2025: Service From: 01-JAN-2025 Service To: 31-DEC-2025	1	967.86	967.86
2	SSV00S00033A-SP	FLEX LAW RECORDS MAINTENANCE - STANDARD:01-JAN-2025:31-DEC-2025: Service From: 01-JAN-2025 Service To: 31-DEC-2025	1	397.75	397.75
3	SSV00S00527A-SP	FLEX TRAFFIC INFORMATION MAINTENANCE - STANDARD:01-	1	265.17	265.17

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8230492474	Customer Account No 1036864959	Payment Due Date 01-JAN-2025	Transaction Total 1,630.78 USD	Amount Paid
---	--	--	---	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

PESHTIGO POLICE DEPARTMENT
 ATTN: Accounts Payable
 PO BOX 6
 PESHTIGO WI 54157
 United States

Payment Transfer Details

Bank of America, Dallas
 WIRE Routing Transit Number: 026009593
 ACH/EFT Routing Transit Number: 111000012
 SWIFT: BOFAUS3N
 Bank Account No: 3756319806

Send Payments To:**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 13108 Collections Center Drive
 Chicago IL 60693
 United States
 Please provide your remittance details to:
 US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

Maintenance

**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8282031508	Transaction Date 26-NOV-2024	Transaction Total 6,303.22 USD
P.O. Number NTP	P.O. Date 04-OCT-2024	Customer Account No 1036864959
Payment Terms Net Due in 30 Days		Payment Due Date 26-DEC-2024
Bill To Address PESHTIGO POLICE DEPT, CITY OF ATTN: Accounts Payable 331 FRENCH ST PESHTIGO WI 54157 United States	Project No: PROJECT NOT NEEDED	Ship To Address PESHTIGO POLICE DEPT, CITY OF 331 FRENCH ST PESHTIGO WI 54157 United States

Visit our website at www.motorolasolutions.com**IMPORTANT INFORMATION**

Ultimate Destination
 United States

Freight Terms: FREIGHT
 PREPAID
Inco Term: CPT
 NEAREST PORT OF IMPORT
Forwarder 0002

For all invoice payment inquiries contact
 AccountsReivable@motorolasolutions.com
 Telephone: 800-247-2346
 Fax: +1(631)883-4238

Sales Order(s): 3203528437
Delivery Number(s): 9111593607

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	H51KDF9PW6AN	two APX 4000 Motorola Radios along with listed equipment APX 4000 VHF MHZ MODEL 2 PORTABLE SO Line #: 3.1 Ship Date: 26-NOV-2024 SERIAL NUMBERS 426CAX1139 426CAX1140	2	1,770.45	3,540.90
1.1	QA09113AB	ADD: BASELINE RELEASE SW	2	0.00	0.00
1.2	Q811BR	ENH: SOFTWARE P25 CONVENTIONAL	2	474.50	949.00
1.3	H869CE	ENH: MULTIKEY	2	264.99	529.98
1.4	Q15AK	ADD: AES/DES-XL/DES-OFB ENCRYPTION AND ADP	2	641.67	1,283.34

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8282031508	Customer Account No 1036864959	Payment Due Date 26-DEC-2024	Transaction Total 6,303.22 USD	Amount Paid
---	--	--	---	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

PESHTIGO POLICE DEPT, CITY OF
 ATTN: Accounts Payable
 331 FRENCH ST
 PESHTIGO WI 54157
 United States

Payment Transfer Details

Bank of America, Dallas
 WIRE Routing Transit Number: 026009593
 ACH/EFT Routing Transit Number: 111000012
 SWIFT: BOFAUS3N
 Bank Account No: 3756319806

Send Payments To:**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
 13108 Collections Center Drive
 Chicago IL 60693
 United States
 Please provide your remittance details to:
 US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

Out of Stock Radio

**MOTOROLA SOLUTIONS****Motorola Solutions, Inc.**

500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

Visit our website at www.motorolasolutions.com**ORIGINAL INVOICE**

Transaction Number 8282019179	Transaction Date 08-NOV-2024	Transaction Total 414.24 USD
P.O. Number NTP	P.O. Date 04-OCT-2024	Customer Account No 1036864959
Payment Terms Net Due in 30 Days		Payment Due Date 08-DEC-2024
Bill To Address PESHTIGO POLICE DEPT, CITY OF ATTN: Accounts Payable 331 FRENCH ST PESHTIGO WI 54157 United States	Project No: PROJECT NOT NEEDED	Ship To Address PESHTIGO POLICE DEPT, CITY OF 331 FRENCH ST PESHTIGO WI 54157 United States

IMPORTANT INFORMATION

Ultimate Destination
United States

Freight Terms: FREIGHT
PREPAID
Inco Term: CPT
NEAREST PORT OF IMPORT
Forwarder 0002

For all invoice payment inquiries contact
AccountsReceivable@motorolasolutions.com
Telephone: 800-247-2346
Fax: +1(631)883-4238

Sales Order(s): 3203528437
Delivery Number(s): 9111548240

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	8505834W02	two APX 4000 Motorola Radios along with listed equipment ANT VHF SO Line #: 1.1 Ship Date: 08-NOV-2024	4	12.22	48.88
2	NAR6593A	ANT,HLCL,136MHZ MIN,1.577GHZ MAX,-7 SO Line #: 2.1 Ship Date: 08-NOV-2024	2	29.96	59.92
3	PMMN4062AL	AUDIO ACCESSORY-REMOTE SPEAKER MICROPHONE,IMPRES RSM, NOISE CANC. EMERGENCY BUTTON 3.5MM JACK IP54 SO Line #: 4.1 Ship Date: 08-NOV-2024	2	92.80	185.60
4	PMPN4576A	CHARGER,CHGR DESKTOP SINGLE UNIT IMPRES EXT PS US/NA/TW SO Line #: 5.1	2	59.92	119.84

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8282019179	Customer Account No 1036864959	Payment Due Date 08-DEC-2024	Transaction Total 414.24 USD	Amount Paid
---	--	--	---	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

PESHTIGO POLICE DEPT, CITY OF
ATTN: Accounts Payable
331 FRENCH ST
PESHTIGO WI 54157
United States

Payment Transfer Details

Bank of America, Dallas
WIRE Routing Transit Number: 026009593
ACH/EFT Routing Transit Number: 111000012
SWIFT: BOFAUS3N
Bank Account No: 3756319806

Send Payments To:**MOTOROLA SOLUTIONS**

Motorola Solutions, Inc.
13108 Collections Center Drive
Chicago IL 60693
United States
Please provide your remittance details to:
US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

Duty Radio



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8230441659	Transaction Date 26-JAN-2024	Transaction Total 451.89 USD
P.O. Number 04F1B1A2-8BE6-E711-80D2-0050569B6DD6	P.O. Date	Customer Account No 1036864959
Payment Terms Net Due in 30 Days		Payment Due Date 25-FEB-2024
Bill To Address PESHTIGO POLICE DEPARTMENT ATTN: Accounts Payable PO BOX 6 PESHTIGO WI 54157 United States	Ship To Address PESHTIGO POLICE DEPARTMENT PO BOX 6 PESHTIGO WI 54157 United States	

Visit our website at www.motorolasolutions.com

IMPORTANT INFORMATION

Sales Order(s): USC000336061-CHG01

For all invoice payment inquiries contact
AccountsReceivable@motorolasolutions.com
Telephone: 800-247-2346
Fax: +1(631)883-4238

SPECIAL INSTRUCTIONS / COMMENTS

General Comment: Regular Invoice

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	SSV00S00036A-SP	Equipment at Site: 1865306 1036864959 PO BOX 6 PESHTIGO WI 54157 United States FLEX MOBILE AVL AND MAPPING MAINTENANCE - STANDARD:01-JAN-2024:31-DEC-2024: Service From: 01-JAN-2024 Service To: 31-DEC-2024	1	169.69	169.69
2	SSV00S00354A-SP	FLEX MOBILE VOICELESS CAD MAINTENANCE - STANDARD:01-JAN-2024:31-DEC-2024: Service From: 01-JAN-2024 Service To: 31-DEC-2024	1	169.69	169.69
3	SSV00S00468A-SP	FLEX QUICKEST ROUTE MAINTENANCE - STANDARD:01-JAN-2024:31-DEC-2024: Service From: 01-JAN-2024 Service To: 31-DEC-2024	1	112.51	112.51

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8230441659	Customer Account No 1036864959	Payment Due Date 25-FEB-2024	Transaction Total 451.89 USD	Amount Paid
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Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

PESHTIGO POLICE DEPARTMENT
ATTN: Accounts Payable
PO BOX 6
PESHTIGO WI 54157
United States

Payment Transfer Details

Bank of America, Dallas
WIRE Routing Transit Number: 026009593
ACH/EFT Routing Transit Number: 111000012
SWIFT: BOFAUS3N
Bank Account No: 3756319806

Send Payments To:



Motorola Solutions, Inc.
13108 Collections Center
Chicago IL 60693
United States
Please provide your remittance details to:
US.remittance@motorolasolutions.com

DIVERSION CONTRARY TO EXPORT CONTROL LAW IS PROHIBITED

Maintenance



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

Invoice 8230548646

Issue Date Dec 02, 2025	P.O. No.	P.O. Date
Contract No. USC000336208	Delivery No.	Customer No. 1036864959

Billing Address

PESHTIGO POLICE DEPT, CITY OF
ATTN: Accounts Payable
PO BOX 6
PESHTIGO WI 54157
United States

Shipping Address

PESHTIGO POLICE DEPARTMENT
PO BOX 6
PESHTIGO WI 54157
United States

Important Information

Contract Number: USC000336208-R02-SEP-25 05:52:57

For all invoice payment inquiries contact

SLT5CTRA@motorolasolutions.com
Telephone: 800-247-2346

Special Instructions and Comments

General Comment: Regular Invoice

Payment Details**Payment Method / Terms**

Net Due in 30 Days

Payment Address

Motorola Solutions, Inc.
13108 Collections Center Drive
Chicago, IL 60693
United States

Bank

Bank of America, Dallas

Bank Account No.

3756319806

ABA Routing No. for ACH

111000012

ABA Routing No. for Wire Transfer

026009593

SWIFT

BOFAUS3N

Invoice Total

USD 1,744.93

Payment Due Date Jan 01, 2026

[Pay Online](https://motorolasolutions.com/billing)

motorolasolutions.com/billing

Invoice 8230548646

Please detach here and return the bottom portion with your payment

Page 1 of 2

Payment Coupon**Invoice 8230548646****Issue Date**

Dec 02, 2025

Customer No.

1036864959

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

Billing Address

PESHTIGO POLICE DEPT, CITY OF
ATTN: Accounts Payable
PO BOX 6
PESHTIGO WI 54157
United States

Payment Address

Motorola Solutions, Inc.
13108 Collections Center Drive
Chicago, IL 60693
United States

Invoice Total

USD 1,744.93

Tax Included 0.00

Payment Due Date Jan 01, 2026

Provide your remittance details to:

US.remittance@motorolasolutions.com

Maintenance



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

Invoice 8230548442

Issue Date Dec 02, 2025	P.O. No.	P.O. Date
Contract No. USC000336061	Delivery No.	Customer No. 1036864959

Billing Address

PESHTIGO POLICE DEPT, CITY OF
ATTN: Accounts Payable
PO BOX 6
PESHTIGO WI 54157
United States

Shipping Address

PESHTIGO POLICE DEPARTMENT
PO BOX 6
PESHTIGO WI 54157
United States

Important Information

Contract Number: USC000336061-R02-SEP-25 05:52:48

For all invoice payment inquiries contact

SLT5CTRA@motorolasolutions.com
Telephone: 800-247-2346

Special Instructions and Comments

General Comment: Regular Invoice

Payment Details**Payment Method / Terms**

Net Due in 30 Days

Payment Address

Motorola Solutions, Inc.
13108 Collections Center Drive
Chicago, IL 60693
United States

Bank

Bank of America, Dallas

Bank Account No.

3756319806

ABA Routing No. for ACH

111000012

ABA Routing No. for Wire Transfer

026009593

SWIFT

BOFAUS3N

Invoice Total

USD 517.37

Payment Due Date Jan 01, 2026

[Pay Online](https://support.motorolasolutions.com/invoicing)

[motorolasolutions.com/billing](https://support.motorolasolutions.com/invoicing)

Invoice 8230548442

Please detach here and return the bottom portion with your payment

Page 1 of 2

Payment Coupon**Invoice 8230548442**

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

Billing Address

PESHTIGO POLICE DEPT, CITY OF
ATTN: Accounts Payable
PO BOX 6
PESHTIGO WI 54157
United States

Payment Address

Motorola Solutions, Inc.
13108 Collections Center Drive
Chicago, IL 60693
United States

Invoice Total

USD 517.37

Tax Included 0.00

Payment Due Date Jan 01, 2026

Provide your remittance details to:
US.remittance@motorolasolutions.com

Maintenance

MINUTES

PERSONNEL

MONDAY – JUNE 29, 2026 – 12:00 P.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, Attorney David Spangenberg, Alderperson Joel Ahrens, Interim Police Chief Derek Koronkiewicz, Public Works Director Matt Decur, and Parks & Recreation Director Lori Tonn.

Chair Schmidt called the meeting to order at 12:09 p.m.

Motion by Schmidt and seconded by Warren to approve the agenda.

Motion carried 3/0.

Meeting Minutes:

Motion by O'Neill and seconded by Warren to approve the May 26, 27, & 28, and June 1, 2026 meeting minutes. Motion carried 3/0.

Job descriptions for handbook addendum & citywide position classification with wage review sheet:

Job descriptions for the handbook addendum were presented and will be discussed at the next meeting after the committee members have time to review them.

Parks & Recreation Director Tonn inquired why and how the wages were determined for the Park's seasonal employees. Wages are set during budget time with a recommendation from the Personnel Committee to the Finance Committee. Finance then forwards a final budget to Council which includes budgets for wages.

Mayor Berman reported the hiring process has been pulled back to the Committee level due to concerns from some department heads about proper training. Further discussion will be held on hiring processes at the next meeting.

WWTP Operator job description, progression, and position posting timeline:

The WWTP Operator job descriptions and progression schedule and the Public Works wage schedule were reviewed. Additional discussion on wages will be discussed during union negotiations.

Motion by Warren and seconded by Schmidt recommending Council approve the WWTP Operator job descriptions and progression schedule. Motion carried 3/0.

Employee Handbook edits:

A memo from Mayor Berman regarding Employee Handbook updates was reviewed (see attached). The proposed updates included required licenses, certification, training, and qualifications to address employment categories, qualifications and classifications; safety shoes and approved clothing to clarify Public Works employees' approved items; use of equipment to

MINUTES

PERSONNEL

MONDAY – JULY 1, 2026 – 2:30 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

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

Others Attending: Clerk-Treasurer Tammy Kasal, and Police Chief Derek Koronkiewicz.

Chair Schmidt called the meeting to order at 2:30 p.m.

Motion by Schmidt and seconded by Warren to approve the agenda. 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 for the purpose of:

- a. Consider candidate(s) for Police Lieutenant.

Motion carried 3/0.

CLOSED SESSION 2:31 p.m. – 3:06 p.m.

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

Motion by Schmidt and seconded by Warren authorizing Police Chief Koronkiewicz to extend the posting time for Police Lieutenant until July 31, 2026 at 4:30 p.m.

Other Matters: None

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

Tammy Kasal
Clerk-Treasurer

Department of Public Works

Wastewater Treatment Plant Operator / Laborer Progression

Positions: WWTP Operator Level 1
WWTP Operator Level 2
WWTP Operator Level 3
Lead WWTP Operator

Department: Department of Public Works **FLSA:** Non-Exempt / Hourly

Revised: 2026

General Statement:

Employees can qualify for appointment to a WWTP Operator position based on the following progression, Certifications obtained, and requirements of the corresponding job description. Typical progression is from Public Works Operator/Laborer to WWTP Operator Level 1, then to Level 2, and so on. New employees may be hired into the progression if they meet Certification and Job Description requirements at the time of hire.

The City will employ one Lead WWTP Operator at all times and anticipates employing two WWTP Operators at Level 1, 2, or 3, depending on Department staffing and operational needs.

Certification Progression (Training Steps)

Level 1 – Operator in Training (OIT)

- Obtain and maintain WDNR wastewater operator certification at OIT level or higher.
- Pass the WDNR Wastewater General Exam and at least one subclass exam within City-established timelines.

Level 2 – Operator

- Obtain and maintain WDNR certification and pass required subclass exams necessary for the City's WWTP classification, including:
A1 (Suspended Growth), B (Solids Separation), C (Biosolids/Sludge), D (Disinfection), L (Laboratory), P (Total Phosphorus), within four years (or City-established timeline).

Level 3 – Advanced Operator

- Obtain and maintain WDNR Advanced certification consistent with the WDNR point system and experience requirements.

Lead WWTP Operator

- Obtain and maintain WDNR Advanced certification consistent with the WDNR point system and experience requirements.
- Serve as Operator in Charge on DNR permits

Required Qualifications

- Ability to obtain and maintain WDNR operator certification (OIT and higher).
- Ability to perform physical work outdoors in all weather and respond to urgent operational needs.
- Mechanical aptitude and strong attention to detail in documentation.

City of Peshtigo Job Description

Position Title: Wastewater Operator/Laborer/Truck Driver/Equipment Operator (Wastewater Treatment Plant Operator – Level 1)(Operator in Training(OIT))

Department: Public Works

Immediate Supervisor: Director of Public Works

General Statement:

This full time, 40 hour per week position within the Public Works Department is intended to provide for the efficient delivery of public works and utility services to residents of, and visitors to the community.

As such, the Wastewater Operator – Level 1 performs a variety of tasks in the maintaining and operating of the City's wastewater treatment plant. An employee in this position performs a variety of tasks in the maintenance, construction, repair and operation of wastewater treatment plant, buildings and equipment. The Wastewater Operator – Level 1 will also perform tasks in the maintenance, construction, repair installation of streets, water mains, sewer mains, service connections, and other general Public Works tasks, including snow removal and street maintenance operations, as a Public Works Laborer/Truck Driver/Equipment Operator. The City anticipates that approximately 60% of available operator hours will be scheduled at the WWTP, depending on operational and seasonal needs.

Assignments include water quality testing/monitoring and/or equipment maintenance and repair duties, assisting the Lead Operator with completion of regulatory reports, and emergency and non-emergency on-call assignments as necessary.

This position assists the Lead Operator in working closely with the public, administrative staff, and regulatory agencies in carrying out responsibilities of the Department and the permit requirements for the Sewer Utility. Must be a team player and maintain cooperative relationships with all municipal departments. Must possess oral and written communications and above average problem-solving skills.

Supervision:

This position is accountable to the Director of Public Works.

Qualifications:

- a) High School graduate or equivalent.
- b) Experience and a good working knowledge of standard practice in operation of public buildings and facilities; water, sanitary and storm sewer systems; roads, sidewalks, pathways, parks and playground, marinas, docks and erosion control, etc., is desired.
- c) Must be capable of carrying out tasks efficiently and productively in absence of supervision.
- d) Must have, or be able to acquire, and maintain as a condition of employment, a Commercial Driver's License (CDL) and be able to operate Public Works Equipment including sewer cleaners, trucks, etc.
- e) Knowledge of safety program policies, and practices required for Public Works operations.
- f) Must have, or be able to acquire, and maintain as a condition of employment, a Wisconsin Wastewater Certificate and hold Certification in at least one of the following subclasses: Suspended Growth Processes, Solids Separation, Biological Solids/Sludges, Total Phosphorus, Disinfection, and Laboratory
- g) Must have, and maintain as a condition of employment, a safe driving record.
- h) Must have, and maintain as a condition of employment, access to dependable transportation.
- i) Must be able to have math skills to complete various biologic and chemicals tests, record results, observe trends, and take corrective steps based on results.
- j) Be computer literate, be able to view and send email, maintain regular correspondence and to send and submit required regular /special reports to WDNR and other regulatory agencies, and prepare incident reports document equipment failure/malfunction, or plant overflows.

Physical Requirements in Performing Tasks Listed:

The physical demands described here are representative of those that must be met in order for an individual to successfully fulfill the essential functions of this position. Reasonable accommodation may be offered to enable an individual with disabilities to perform the essential functions.

Work is performed in both indoor and outdoor settings. The Wastewater Lead Operator will be frequently required to sit, stand, and kneel for extended period of time, walk over rough or uneven surfaces, work in excavations, confined spaces, and unpleasant smells, surroundings,

City of Peshtigo Job Description

Position Title: Wastewater Operator/Laborer/Truck Driver/Equipment Operator (Wastewater Treatment Plant Operator – Level 2)

Department: Public Works

Immediate Supervisor: Director of Public Works

General Statement:

This full time, 40 hour per week position within the Public Works Department is intended to provide for the efficient delivery of public works and utility services to residents of, and visitors to the community.

As such, the Wastewater Operator – Level 2 performs a variety of tasks in the maintaining and operating of the City's wastewater treatment plant. An employee in this position performs a variety of tasks in the maintenance, construction, repair and operation of wastewater treatment plant, buildings and equipment. The Wastewater Operator – Level 2 will also perform tasks in the maintenance, construction, repair installation of streets, water mains, sewer mains, service connections, and other general Public Works tasks, including snow removal and street maintenance operations, as a Public Works Laborer/Truck Driver/Equipment Operator. The City anticipates that approximately 60% of available operator hours will be scheduled at the WWTP, depending on operational and seasonal needs.

Assignments include water quality testing/monitoring and/or equipment maintenance and repair duties, assisting the Lead Operator with completion of regulatory reports, and emergency and non-emergency on-call assignments as necessary.

This position assists the Lead Operator in working closely with the public, administrative staff, and regulatory agencies in carrying out responsibilities of the Department and the permit requirements for the Sewer Utility. Must be a team player and maintain cooperative relationships with all municipal departments. Must possess oral and written communications and above average problem-solving skills.

Supervision:

This position is accountable to the Director of Public Works.

Qualifications:

- a) High School graduate or equivalent.
- b) Experience and a good working knowledge of standard practice in operation of public buildings and facilities; water, sanitary and storm sewer systems; roads, sidewalks, pathways, parks and playground, marinas, docks and erosion control, etc., is desired.
- c) Must be capable of carrying out tasks efficiently and productively in absence of supervision.
- d) Must have, or be able to acquire, and maintain as a condition of employment, a Commercial Driver's License (CDL) and be able to operate Public Works Equipment including sewer cleaners, trucks, etc.
- e) Knowledge of safety program policies, and practices required for Public Works operations.
- f) Must have, or be able to acquire, and maintain as a condition of employment, a Wisconsin Wastewater Certificate and hold Certification in Suspended Growth Processes, Solids Separation, Biological Solids/Sludges, Total Phosphorus, Disinfection, and Laboratory subclasses
- g) Must have, and maintain as a condition of employment, a safe driving record.
- h) Must have, and maintain as a condition of employment, access to dependable transportation.
- i) Must be able to have math skills to complete various biologic and chemicals tests, record results, observe trends, and take corrective steps based on results.
- j) Be computer literate, be able to view and send email, maintain regular correspondence and to send and submit required regular /special reports to WDNR and other regulatory agencies, and prepare incident reports document equipment failure/malfunction, or plant overflows.

Physical Requirements in Performing Tasks Listed:

The physical demands described here are representative of those that must be met in order for an individual to successfully fulfill the essential functions of this position. Reasonable accommodation may be offered to enable an individual with disabilities to perform the essential functions.

Work is performed in both indoor and outdoor settings. The Wastewater Lead Operator will be frequently required to sit, stand, and kneel for extended period of time, walk over rough or uneven surfaces, work in excavations, confined spaces, and unpleasant smells, surroundings,

City of Peshtigo Job Description

Position Title: Advanced Wastewater Operator/Laborer/Truck Driver/Equipment Operator
(Wastewater Treatment Plant Operator – Level 3)

Department: Public Works

Immediate Supervisor: Director of Public Works

General Statement:

This full time, 40 hour per week position within the Public Works Department is intended to provide for the efficient delivery of public works and utility services to residents of, and visitors to the community.

As such, the Wastewater Operator – Level 3 performs a variety of tasks in the maintaining and operating of the City's wastewater treatment plant. An employee in this position performs a variety of tasks in the maintenance, construction, repair and operation of wastewater treatment plant, buildings and equipment. The Wastewater Operator – Level 3 will also perform tasks in the maintenance, construction, repair installation of streets, water mains, sewer mains, service connections, and other general Public Works tasks, including snow removal and street maintenance operations, as a Public Works Laborer/Truck Driver/Equipment Operator. The City anticipates that approximately 60% of available operator hours will be scheduled at the WWTP, depending on operational and seasonal needs.

Assignments include water quality testing/monitoring and/or equipment maintenance and repair duties, assisting the Lead Operator with completion of regulatory reports, and emergency and non-emergency on-call assignments as necessary.

This position assists the Lead Operator in working closely with the public, administrative staff, and regulatory agencies in carrying out responsibilities of the Department and the permit requirements for the Sewer Utility. Must be a team player and maintain cooperative relationships with all municipal departments. Must possess oral and written communications and above average problem-solving skills.

Supervision:

This position is accountable to the Director of Public Works.

Qualifications:

- a) High School graduate or equivalent.
- b) Experience and a good working knowledge of standard practice in operation of public buildings and facilities; water, sanitary and storm sewer systems; roads, sidewalks, pathways, parks and playground, marinas, docks and erosion control, etc., is desired.
- c) Must be capable of carrying out tasks efficiently and productively in absence of supervision.
- d) Must have, or be able to acquire, and maintain as a condition of employment, a Commercial Driver's License (CDL) and be able to operate Public Works Equipment including sewer cleaners, trucks, etc.
- e) Knowledge of safety program policies, and practices required for Public Works operations.
- f) Must have, or be able to acquire, and maintain as a condition of employment, a Wisconsin Advanced Wastewater Certificate and hold Advanced Certification in Suspended Growth Processes, Solids Separation, Biological Solids/Sludges, Total Phosphorus, Disinfection, and Laboratory subclasses
- g) Must have, and maintain as a condition of employment, a safe driving record.
- h) Must have, and maintain as a condition of employment, access to dependable transportation.
- i) Must be able to have math skills to complete various biologic and chemicals tests, record results, observe trends, and take corrective steps based on results.
- j) Be computer literate, be able to view and send email, maintain regular correspondence and to send and submit required regular /special reports to WDNR and other regulatory agencies, and prepare incident reports document equipment failure/malfunction, or plant overflows.

Physical Requirements in Performing Tasks Listed:

The physical demands described here are representative of those that must be met in order for an individual to successfully fulfill the essential functions of this position. Reasonable accommodation may be offered to enable an individual with disabilities to perform the essential functions.

Work is performed in both indoor and outdoor settings. The Wastewater Lead Operator will be frequently required to sit, stand, and kneel for extended period of time, walk over rough or uneven surfaces, work in excavations, confined spaces, and unpleasant smells, surroundings,

City of Peshtigo Job Description

Position Title: Advanced Wastewater Operator/Laborer/Truck Driver/Equipment Operator
(Wastewater Treatment Plant Lead Operator)(Operator in Charge)

Department: Public Works

Immediate Supervisor: Director of Public Works

General Statement:

This full time, 40 hour per week position within the Public Works Department is intended to provide for the efficient delivery of public works and utility services to residents of, and visitors to the community.

As such, the Wastewater Lead Operator performs a variety of tasks in the maintaining and operating of the City's wastewater treatment plant. An employee in this position performs a variety of tasks in the maintenance, construction, repair and operation of wastewater treatment plant, buildings and equipment. The Wastewater Lead Operator may also perform tasks in the maintenance, construction, repair installation of streets, water mains, sewer mains, service connections, and other general Public Works tasks including snow removal and street maintenance operations.

Assignments include water quality testing/monitoring and/or equipment maintenance and repair duties, completion of regulatory reports, and emergency and non-emergency on-call assignments as necessary.

This position works closely with the public, administrative staff, and regulatory agencies in carrying out responsibilities of the Department and the permit requirements for the Sewer Utility. Must be a team player and maintain cooperative relationships with all municipal departments. Must possess oral and written communications and above average problem-solving skills.

Essential Functions and Related Tasks:

Essential and other important responsibilities and duties may include, but are not limited to, the following:

- 1) Provide a high level of customer service at all times. Project and maintain a positive image on behalf of the City of Peshtigo during the course of performing the duties of the position.

Qualifications:

- a) High School graduate or equivalent.
- b) Experience and a good working knowledge of standard practice in operation of public buildings and facilities; water, sanitary and storm sewer systems; roads, sidewalks, pathways, parks and playground, marinas, docks and erosion control, etc., is desired.
- c) Must be capable of carrying out tasks efficiently and productively in absence of supervision.
- d) Must have, or be able to acquire, and maintain as a condition of employment, a Commercial Driver's License (CDL) and be able to operate Public Works Equipment including sewer cleaners, trucks, etc.
- e) Knowledge of safety program policies, and practices required for Public Works operations.
- f) Must have, or be able to acquire, and maintain as a condition of employment, a Wisconsin Advanced Wastewater Certificate and hold Advanced Certification in Suspended Growth Processes, Solids Separation, Biological Solids/Sludges, Total Phosphorus, Disinfection, and Laboratory subclasses
- g) Must have, and maintain as a condition of employment, a safe driving record.
- h) Must have, and maintain as a condition of employment, access to dependable transportation.
- i) Must be able to have math skills to complete various biologic and chemicals tests, record results, observe trends, and take corrective steps based on results.
- j) Be computer literate, be able to view and send email, maintain regular correspondence and to send and submit required regular /special reports to WDNR and other regulatory agencies, and prepare incident reports document equipment failure/malfunction, or plant overflows.

Physical Requirements in Performing Tasks Listed:

The physical demands described here are representative of those that must be met in order for an individual to successfully fulfill the essential functions of this position. Reasonable accommodation may be offered to enable an individual with disabilities to perform the essential functions.

Work is performed in both indoor and outdoor settings. The Wastewater Lead Operator will be frequently required to sit, stand, and kneel for extended period of time, walk over rough or uneven surfaces, work in excavations, confined spaces, and unpleasant smells, surroundings, talk, hear, navigate stairs and may occasionally lift heavy objects. The employee may be required to lift, pull and/or move 50 pounds for extended periods. Must occasionally lift, pull and/or move 100 pounds with mechanical and/or physical assistance.