

MINUTES

PARKS & RECREATION

TUESDAY, OCTOBER 12, 2026, 4:30 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Joel Ahrens, Debbie Sievert (4:35 p.m.), and Tony O'Neill.

Others Attending: Mayor Katie Berman, Clerk-Treasurer Tammy Kasal, Parks & Recreation Director Lori Tonn, and Interim Public Works Director Teal Spellman-Cedar Corp.

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

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

Motion carried 2/0.

Minutes:

Motion by O'Neill and seconded by Ahrens to approve September 15, 2026, meeting minutes.

Motion carried 2/0.

Sievert entered the meeting at 4:35 p.m.

Comprehensive Outdoor Recreation Plan (CORP):

Eric of Cedar Corp. presented an update on the Comprehensive Outdoor Recreation Plan (CORP). A workshop presentation was held at the Peshtigo Historical Day Celebration. Participation was low. A summary of the workshop will be presented upon completion.

Capital Improvement Plan (CIP):

The Capital Improvement Plan was reviewed. It was amended to include an update to the Park's camera system.

2027 Budget:

The proposed Parks & Recreation budget for 2027 was presented and reviewed. Discussion was held.

Motion by Ahrens and seconded by O'Neill to forward the proposed 2027 Parks & Recreation budget to the Finance & Claims Committee.

Motion carried 3/0.

Parks & Recreation update by Director Lori Tonn:

- Trunk or Treat went well.
- Equipment maintenance will be completed over the fall and winter.

Other matters:

Director Tonn reported she is considering retiring early next year and would like to continue working through the camping season. Consider transitioning to no recreation.

Set future meeting(s) and agenda items: The next Parks & Recreation meeting was scheduled for Tuesday, November 14, 2026 at 4:30 p.m.

Motion by O'Neill and seconded by Sievert to adjourn at 5:06 p.m.

Motion carried 3/0.

Tammy Kasal
Clerk-Treasurer



Bergeson excavating llc

Andrew T Bergeson
N3898 County Road E
Peshtigo WI
54157

📞 7159233314

📠 7159233314

<https://none>

bergesonexcavating@gmail.com

ESTIMATE

EST0013

DATE

09/07/2026

TOTAL

USD \$18,500.00

TO

Lori Tonn

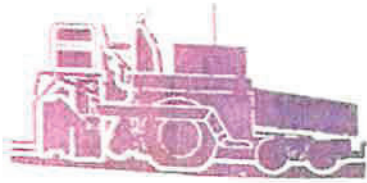
📠 19206199767

DESCRIPTION	AMOUNT
Badges park campground : Grade and level out existing Gravel. Resurface roads and campsites with 2-3 inches of recycled crushed 3/4"asphalt. Price includes leveling, compacting, trucking and resurfacing. Estimated project time 4 to 5 days Badger Park	\$18,500.00
TOTAL	USD \$18,500.00

Peshtigo Asphalt, Inc.

W3895 Track Lane, Peshtigo, Wisconsin 54157

(715) 582-9002



PAVING ESTIMATE

Date _____

Name _____

Sq. Ft. _____

Address _____

Gravel _____ Yds. \$ _____

Phone _____

Total _____

② 412 x 7
③ 112 x 12
④ 20 x 17
⑤ 12 x 12
⑥ 12 x 12
⑦ 12 x 12
⑧ 12 x 12
⑨ 12 x 12
⑩ 12 x 12

CANCELLATION & REFUND POLICY

- **7+ days before check-in:** Refund minus a **\$10 service fee**
- **Less than 7 days:** No refund unless the site is rebooked. If rebooked, a **camping voucher valid for one year**, less the \$10 service fee, will be issued.
- **Holiday & Historical Days Weekends:** Reservations for **Memorial Day, July 4th, Labor Day, and Peshtigo Historical Days** are **non-refundable and non-transferable (unless approved by Campground Host)**
- **Early Departure:** No refund; all remaining balances are forfeited.
- **Refunds:** Issued by cash or check; please allow **4–6 weeks** for processing and delivery.
- **Emergency Closure:** If the campground closes due to a storm or other emergency, a refund will be issued for the **unused portion** of the reservation. If the campground remains open and the camper chooses to leave, it is considered an early departure and **no refund will be given**.
- **Authorization:** Only the **Parks & Recreation Director** may authorize a complete refund.

Please Note: Camping is an outdoor experience. Refunds are not provided for normal discomforts or conditions associated with weather, insects, wildlife, or nature.

**CITY OF PESHTIGO
PARKS & RECREATION DEPARTMENT
BADGER PARK CAMPGROUND**

To: Seasonal Campers
RE: Seasonal Campsite Occupancy Requirements

Dear Seasonal Camper,

The City of Peshtigo Parks & Recreation Department appreciates your continued support of **Badger Park Campground** and the opportunity to have you as a seasonal camper.

We are writing to address an ongoing concern regarding **seasonal campsites that are not being occupied or actively used**. A seasonal campsite is intended for recreational use and camping throughout the season—not simply for the storage of a camper.

Going forward, seasonal campers are expected to make **reasonable and regular use of their campsite during the camping season**. Campers who do not occupy and actively use their seasonal campsite will **not be permitted to use the campground solely for the storage of their camper**.

This policy is necessary to ensure that our limited seasonal sites are being used as intended and remain available to campers who wish to actively enjoy **Badger Park Campground and its amenities**.

If you anticipate circumstances that will prevent you from using your site regularly, please contact the **Parks & Recreation Department** to discuss your situation. We understand that unexpected circumstances may arise and encourage you to communicate with us.

CAMPSITE & GRASS MAINTENANCE

Park staff is responsible for cutting and maintaining the grass throughout the park and campground common areas. Seasonal site occupants are responsible for maintaining the **immediate area surrounding their campsite**, including keeping the area neat, clean, and free of excessive weeds and debris.

Equipment is available for seasonal campers to use for maintaining the immediate area of their campsite. Please contact campground staff if you need access to the equipment or have questions regarding its use.

We ask that all seasonal campers take pride in maintaining their individual sites and help us keep **Badger Park Campground clean, attractive, and enjoyable for everyone**.

We appreciate your understanding and cooperation as we work to maintain a **fair, clean, and enjoyable campground for all of our seasonal campers**.

Thank you for your continued support of **Badger Park Campground**.

Sincerely,

Lori Tonn
Park & Recreation Director
City of Peshtigo Parks & Recreation Department
Badger Park Campground

Campground Rules

Rules and Regulations Peshtigo Badger Park Campground

The rules of Peshtigo Badger Park Campground have been designed for the safety and comfort of ALL. PLEASE READ and obey all rules and posted signs.

REGISTERED CAMPERS & PARENTS

- **Check-In:** Please check in with campground staff upon arrival. Arrival information is posted at the Registration/Store.
- **Responsibility for Guests:** Registered campers are responsible for informing their guests, children, and any other individuals occupying their campsite of all campground rules. All rules apply to everyone at the site. Park staff reserves the right to evict, **without refund**, any person who creates a disturbance or nuisance or endangers the safety of other campers or guests.
- **Campsite Occupancy:** Only one camping unit is permitted per campsite. Campers must be **18 years of age or older** to rent a campsite.
- **Vehicles:** A maximum of **two vehicles per campsite** is permitted. Additional parking and **ALL GUESTS are to use the parking lot outside of the campground. NO PARKING ON THE GRASS!!!**
- **Outstanding Balances:** All campground accounts must be paid in full prior to checkout.
- **Prohibited Items:** Fireworks, firearms, and other weapons are strictly prohibited in the campground at all times.
- **Conduct:** Rowdiness, excessive profanity, illegal drugs, and excessive drinking will not be tolerated in the Campground, Park, Beach, or on City property.
- **Signs, Flags & Displays:** City Ordinance 2022, Sec. 40.150 and 152, prohibits the display of any flag, artwork, sign, or similar object as an expression of government speech when displaying flags or similar objects. Park staff reserves the right to request removal of any inappropriate or offensive item from public view.
- **Sales:** Campers may not offer or sell items from their tents, trailers, or campsites.
- **Campsite Appearance:** Campsites must be kept clean, neat, and free of excessive clutter.
- **Electrical Service:** Please do not overload electrical outlets or turn off campground power boxes.
- **Enforcement:** Drugs, fireworks, lewd or disorderly behavior, and excessive profanity are strictly prohibited. Failure to comply with campground rules may result in **eviction without refund**.

VISITORS

- Visitors must park in the designated parking area along the park driveway outside of campground and must leave the Park by **11:00 p.m.**
- All visitors are required to follow campground rules and regulations.

PETS

Pets are welcome; however, vicious, unruly, or excessively noisy pets are not permitted.

- Pet owners are responsible for cleaning up after their pets and properly disposing of pet waste. Failure to do so may result in additional campsite cleanup charges. Pet waste stations are located near the garbage area.
- In accordance with City Ordinance, all pets must be **leashed, under control, and NEVER left unattended, inside or outside of your camper.**
- Unruly behavior, excessive barking, or continuously noisy pets will not be tolerated.
- Dogs must be licensed, and owners must be able to provide proof of current vaccinations upon request.
- Please attend to your pet at all times.

FIRE PITS & CAMPSITES

- Campsites must be kept clean and orderly. To avoid additional campsite cleanup charges, please place all garbage and recyclables in the appropriate dumpsters located near the campground exit.
- **NO DUMPING** of gray water or other waste is permitted on the ground, in makeshift septic systems, or in open containers. All waste must be taken to the dump station, or the honey wagon may be contacted for service.
- Firewood is available on site. Availability and hours will be posted.
- Each campsite is provided with a picnic table and fire pit. **Picnic tables must remain at their assigned campsite. FIRE PITS MUST NOT BE MOVED.**
- Do not place garbage, cans, bottles, or any other items in the fire pits. **Do not remove ashes from the fire pits.**

QUIET HOURS

10:00 P.M. – 7:00 A.M.

- Music, voices, and laughter must be kept at a low volume during quiet hours. Please remember that sound travels easily at night and other campers may be sleeping.
- **Children must remain at their own campsite unless accompanied by an adult.**
- **The Playground closes at 9 P.M. for campers as well as the public.**

TRAFFIC & VEHICLES

- **5 MPH SPEED LIMIT** throughout the entire campground. This limit is strictly enforced for the safety of children and fellow campers. This includes ATV's, UTV's and electric or pedal bikes!
- One-way roads must be traveled only in the designated direction.
- A maximum of **two vehicles per campsite** is permitted. Additional parking is available. **Parking on campground roadways is prohibited.**
- **Bicycle and pedestrian traffic must remain on campground roads. Do not travel through neighbor's campsites.**
- Washing vehicles, boats, or campers, or performing mechanical maintenance of any kind, is not permitted in the campground.

RESTROOMS & SHOWERS

- Restrooms and showers are located at the south entrance to the campground and are open **24 hours** for registered campers and visitors. \$.25 for approximately 4 minutes.
- Washing clothing, dishes, pets, or other items is not permitted in the restrooms.
- Please report any behavioral concerns, cleaning issues, or supply shortages to the office so staff can address them promptly.

ALUMINUM CAN RECYCLING

- **"Cans for Kids"** is a local organization that supports a variety of youth-related projects and events. Please deposit empty aluminum cans in the large recycling bin located behind Sites **4 and 5**.

TORNADO SIREN

- The city tests the tornado siren every **Friday at 4:00 p.m.**
- In the event of an actual tornado, please proceed to the **campground bathrooms and showers** for shelter.

DUMP STATION

- The dump station is located at the campground exit near the garbage cans and is **free for paid campers**.

IMPORTANT PHONE NUMBERS

Campground Host: 715-582-4321

Park & Recreation Director: 715-923-7275

EMERGENCY: 911

Campground Address: Badger Campground, 411 N. Emery Ave., Peshtigo, WI

CAMPGROUND WI-FI

Password: Peshfire1871!

THANK YOU & ENJOY YOUR STAY!

Peshtigo Badger Park Campground

Thank you for choosing **Peshtigo Badger Park Campground**. We appreciate your cooperation in helping us maintain a safe, clean, and enjoyable campground for everyone.

CITY OF PESHTIGO

ORGANIZATIONAL STRUCTURE | CURRENT AS OF OCTOBER 15, 2026

19 FULL-TIME CITY EMPLOYEES

PESHTIGO RESIDENTS

COMMON COUNCIL

Mayor and elected alderpersons acting as a body
Sets policy, budget, and direction by formal action

MAYOR | ELECTED CHIEF EXECUTIVE

Oversees day-to-day City administration
Carries out decisions adopted by Council as a body

CITY ATTORNEY

Contracted legal counsel
Advises Mayor and Common Council

CITY DEPARTMENTS

PARKS & RECREATION

Director | Lori Tonn
Campground host
Weed harvester operator
Adult summer help | 2 - 5 positions
Student summer help | 2 - 5 positions

ADMINISTRATIVE OFFICE

Clerk-Treasurer | Tammy Kasal
Chief Deputy Clerk-Treasurer / Utility Clerk
Kathy Kennedy
Deputy Clerk | Carle Larmay

PUBLIC WORKS

Interim Director | Teal Spellman, Cedar Corp

DPW / STREETS

Lead | Scott Walters
Jared Phillips
60% Vacant

60% Chuck Drees
40% Andrew Monette

Mechanic | Jason Stibbe
Solid Waste Gate Attendant
John Valtichka

WATER DISTRIBUTION & COLLECTIONS

Lead | Mark Madden
40% Jason Stibbe
20% Chuck Drees

WASTEWATER TREATMENT PLANT

Lead | Jeff Vorphal
60% Andrew Monette
40% Vacant

ENGINEERING
City Engineer
Contracted

BUILDING / ZONING / CODE

Building Inspector
Joe Last | Contracted
Zoning / Code Enforcement | Vacant
Contract status to confirm

FIRE & EMS

Fire & EMS Chief | Chuck Gardon
Fire and EMS personnel
Full-time and paid-on-call roles

POLICE DEPARTMENT

Police Chief | Derek Koronkiewicz
Lieutenant | Vacant
Officers | Rob Hulce, Adam Hynnek
Cody Cohan, Mack Teske

CITY OF PESHTIGO

PROPOSED ORGANIZATIONAL STRUCTURE | FOR DISCUSSION

PESHTIGO RESIDENTS

COMMON COUNCIL

Mayor and elected alderpersons acting as a body
Sets policy, budget, and direction by formal action

MAYOR | ELECTED CHIEF EXECUTIVE

Oversees day-to-day City administration
Carries out decisions adopted by Council as a body

CITY ATTORNEY

Contracted legal counsel
Advises Mayor and Common Council

CITY DEPARTMENTS

ADMINISTRATIVE OFFICE

Clerk-Treasurer | Tammy Kasal

Utility Clerk & Chief Deputy Clerk
Kathy Kennedy

Deputy Clerk & PD Admin Assistant
Carle Larmay

PROPOSED OFFICE POSITION

Administrative Assistant &
Community Services Coordinator

0.75–1.0 FTE possibility

The office role would coordinate bookings and
campground website details with the Parks
Superintendent; day-to-day department
administration remains with the Mayor.

19 CURRENT FULL-TIME
EMPLOYEES

DEPARTMENT OF PUBLIC WORKS / UTILITIES / PARKS

Director | Erik Schutzius

ENGINEERING Cedar Corp.
Contract status to confirm

DPW / UTILITY SUPERINTENDENT

Possible position under DPW Director

WATER DISTRIBUTION & COLLECTIONS

Lead | Mark Madden
Jason Stibbe 20% · Chuck Drees 10%

WASTEWATER TREATMENT PLANT

Lead | Jeff Vorphal
Andrew Monette 60%
Vacant 40%

DPW / STREETS

Lead | Scott Walters
Jared Phillips
Vacant 60%
Chuck Drees 60%
Andrew Monette 40%
Mechanic | Jason Stibbe

SEASONAL DPW / UTILITY WORKER

Current gate attendant | John Valtichka
Part-time | March–November | 20–30 hours/week
Gate coverage, meter reading & other DPW duties

PARKS SUPERINTENDENT

Proposed title replacing Parks & Rec Director

Current Parks Director | Lori Tonn

Mid-level management role; Parks operations
separate from the DPW general workforce

Campground host
Weed harvester operator
Adult summer help | 2–5 positions
Adult seasonal positions | 1–2
March–November | Up to 30 hours/week
Part-time | No benefits proposed

BUILDING / ZONING / CODE

Building Inspector

Joe Last | Contracted - Oconto

Zoning / Code Enforcement | Cedar Corp.

Contract status to confirm

POLICE DEPARTMENT

Police Chief | Derek Koronkiewicz

Lieutenant | Vacant

Officers | Rob Hulce, Adam Hynnek
Mack Teske, Vacant

4 - 6 Part-time positions | No benefits

FIRE & EMS — ACTIVE ROSTER (18)

Chief | Charles (Chuck) Gardon

Chief · Fire Inspector / EMR

Joel Ahrens

2nd Assistant Chief · Fire Insp. / EMR

Christopher Gardon
Lieutenant · Firefighter / EMR
Nicole Kempka
Firefighter / EMR · Safety Officer

Duane Neuzil
Firefighter
Eian Ehlert
Firefighter
Michael Charlesworth
Firefighter
Jacob Drees
Firefighter
Arkadiusz Bochra
Firefighter
Becca Wolff
Firefighter

Steve Anderson
Lieutenant · Firefighter

Alex Ullmer
Firefighter / EMR
Chris Hanus
Firefighter / EMR
Brandon Lindsey
Firefighter / EMR
Serenity Clausen
Firefighter / EMR

Alexis Monnette
EMR

Samantha Nelson
EMT

Grace Koeffler
EMR · Assistant Service Director

The Parks Superintendent reflects a proposed title and reporting change.
The DPW / Utility Superintendent, seasonal DPW / Utility Worker, and 0.75–1.0 FTE office role are possibilities for discussion.