



Call to Order

Roll Call

Attendance via Zoom: Anthony Carlson – Ward 3 Alderman, Bobbi Hertzberg – Treasurer, and Nick Abts - Attorney

Citizen Comment – No citizen comment.

Approval of Previous Common Council Minutes – October 14th, 2025

A motion was made to approve the minutes of the previous Common Council meetings as written.

Motion by: Brad Hamilton Seconded by: Larry Krubsack Motion carried unanimously.

Treasurer's Report

A motion was made to approve the treasurer's report.

Motion by: Larry Krubsack Seconded by: Mike Kumm Motion carried unanimously.

Committee Reports

Public Works

A motion was made to approve the minutes of the Public Works Committee report of November 4th, 2025 to be accepted as written.

Motion by: Larry Krubsack

Seconded by: Brad Hamilton

Motion carried unanimously.

Meeting Minutes:

1. *Recommend setting up a special assessment to hire and pay Steve's Plumbing to install a new sanitary sewer lateral at 139 Wood Avenue at a cost of approximately \$22,662.00.*
2. *Recommend approval of final change orders (#3 & #4) for the Kautzer Park Pavillion, a decrease of \$3,250.00, bringing the total cost of the project to \$536,408.97.*
3. *Discussion/update on the 2025 sidewalk program.*
4. *Discussion on the purchase of the triangle parcel of land to the north of the WWTP from Jerry Carlson.*
5. *Equipment – New Public Works Utility van arrived. Recommend upfitting with red light and siren, and first responder equipment to be paid for by the Fire Department, for city crew member Bill Kaberle Jr., to respond as a first responder. This will assist with the Fire Department ISO Audit standards.*

Motion that Items 1, 2, and 5 of the Public Works Committee Meeting be adopted for action.

Motion by: Larry Krubsack

Seconded by: Brad Hamilton

Roll call vote: 7 Ayes, 0 Nays.

Motion carried unanimously.

Public Safety

A motion was made to approve the minutes of the Public Safety report of November 4th, 2025 to be accepted as written.

Motion by: Anthony Carlson

Seconded by: Brad Hamilton

Motion carried unanimously.

Meeting Minutes:

1. *Discussed monthly fire department report.*
2. *Discussed Act 12 Maintenance of Effort laws regarding public safety.*
3. *Recommend purchase and install of light and siren controllers for squads at a cost of \$2,800.00.*

Motion that Item 3 of the Public Safety Committee Meeting be adopted for action.

Motion by: Anthony Carlson

Seconded by: Brad Hamilton

Roll call vote: 7 Ayes, 0 Nays.

Motion carried unanimously.

Personnel

A motion was made to approve the minutes of the Personnel report of November 4th, 2025 be accepted as written.

Motion by: Brad Hamilton

Seconded by: Larry Krubsack

Motion carried unanimously.

Meeting Minutes:

- 1.) *Discussion on employee handbook proposed changes.*
- 2.) *Motion by Carlson, seconded by Kumm, to go into closed session per WI Stats. 19.85 (1) @ to consider employment, promotions, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. All members voted yes.*
- 3.) *Motion by Carlson, seconded by Kumm, to go into open session pursuant to WI Stats. 19.85 (2) @ to make possible recommendations from closed session. All members voted yes.*
- 4.) *Recommend accepting letter or resignation from Andrew Berg.*
- 5.) *Recommend filing open position with the police department.*

Anthony Carlson recommended Item 5 be held for a separate vote.

Motion that Item 4 of the Personnel Committee Meeting be adopted for action.

Motion by: Brad Hamilton

Seconded by: Larry Krubsack

Roll call vote: 6 Ayes, 0 Nays.

Anthony Carlson abstained from the vote.

Motion carried.

Regarding Item 5:

Alan Marcoux spoke and said that he felt as though more discussion needed to happen when making decisions like these and that while he is not opposed, he reiterated that Jon Trautman, CPA stated a fiscal statement should be given and used when making decisions for expenses.

Nick Abts the city attorney, spoke up and said that after the motion to table or go back to committee further discussion should not be occurring as that is not formal meeting etiquette. Votes should happen specifically right after a motion and a second. He informed the council that if they wanted it to go back to committee it would lean to be a "Nay" vote and it would not pass tonight and go back to the discussion stage at the committee level.

The mayor then asked the police chief if refilling this position was already in the police budget and the chief confirmed this. The mayor then stated the budget number had already been approved.

The clerk provided clarification regarding the approval of the final budget levy amount. It was noted that while the levy amount has been approved, this action solely finalizes the total amount to be distributed among tax bills. The clerk emphasized that this approval does not lock in departmental budgets, and individual budget lines may still be amended, provided the total amount remains consistent with the approved levy. This discussion could continue if the council wanted at the final budget hearing on Wednesday, November 26th, 2025.

Motion that ~~Item 4~~ Item 5 of the Personnel Committee Meeting be adopted for action.

The item fails, and does not pass.

Nick Abts says that then it is up to the council and the committees to move forward how they want with this matter.

The clerk then asks if this should go back to committee, where only 4 of the councilmen have a say in the recommendation, or if this should go under new business in the next council meeting so full formal discussion can be had with all the council members during the meeting.

Nick answered by saying it can go to committee again and be discussed and sent to council where it would need a motion and second again, or it could go under new business during the next council meeting if it is noticed in the agenda prior to the meeting.

A motion was made to approve the minutes of the Ways & Means Committee report of November 11th, 2025 be accepted as written.

Meeting Minutes:

- Motion that Items 1 and 2 of the Ways and Means Committee Meeting be adopted for action.**

Old Business - No old business items were brought forward for discussion.

Recommend changes of policies 1-2, 2-1, 4-9, and 4-11 in employee handbook.

See the various drafts in the agenda packet.

A motion was made to approve the various changes in the handbook.

Motion by: Brad Hamilton Seconded by: Brian Lytner Motion carried unanimously.

Rick Schmidt talked about how this landfill closed in the 1970's and per the DNR guidelines there must be a certain amount of groundwater tests that are passed to close it. These tests are supposed to be done on an annual basis, but the last one hasn't been completed since approximately 2013-2014. It is currently unclear the number of tests passed that need to be completed to close the landfill but Rick said he is looking into it.

A motion was made to approve paying 50% of the \$1,527.50 bill shared with the Town of Port Edwards.

Motion by: Brad Hamilton Seconded by: Larry Krubsack Motion carried unanimously.

A motion was made to approve the various monthly reports from the Police Chief, Public Works Director, Fire Department, Community Center, and Charles & JoAnn Lester Library.

Motion by: Brad Hamilton Seconded by: Larry Krubsack Motion carried unanimously.

Pooled Cash:

Check #64166-64307 and other voucher payments from 10/15/2025-11/11/2025

Total Expenditure from all Funds = \$2,225,817.82

Payroll:

Check #56284-56292 Voucher #V13850- V13922 payments from 10/15/2025– 11/11/2025

Total: \$146,541.78

A motion was made to approve the bills for the month.

Motion by: Brad Hamilton Seconded by: Mike Kumm Roll call vote: 7 Ayes, 0 Nays.
Motion carried unanimously.

A motion was made to adjourn the meeting.

Motion by: Brad Hamilton Seconded by: Larry Krubsack Motion carried unanimously.

Meeting adjourned at 7:21pm