VILLAGE BOARD MEETING MINUTES
Tuesday, September 2, 2025 – 7:00 p.m.
Lake Hallie Municipal Building, 13136 30th Avenue, Lake Hallie, WI 54729

1. Call to Order

President Gary Spilde called the meeting to order at 7:00 p.m.

2. Roll Call

- President Gary Spilde – Present
- Trustee Peter Lehmann – Present
- Trustee Brad Hudson – Present
- Trustee Tim Calkins – Present
- Trustee Ken Greenwood – Arrived at 7:13 p.m.

Also present: Administrator/Clerk-Treasurer Anastasia Stueber, Deputy Clerk-Treasurer Alexandra Magnuson, Chief Edward Orgon, Sam Bautch.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Approval of Agenda

Trustee Lehmann moved to approve the September 2, 2025 agenda as presented. Trustee Hudson seconded. Motion carried unanimously by voice vote.

5. Public Comments

No public comments were offered.

6. Committee/Department Reports

A. Board Member Reports: None
B. Police Chief/Police Commission Update: Chief Orgon provided narrative to his written report, including fraud prevention, National Night Out, DOJ training, Hunter Education Course, traffic vest purchase, school traffic control, and identity theft investigation.
C. Parks, Recreation, Tourism Commission Update: Trustee Lehmann reported on playground concerns, scoreboard updates, and bases. No action items were presented.

7. New Business

A. Amended Resolution 2025-41: Trustee Hudson moved to approve Amended Resolution 2025-41, adding Administrator/Clerk-Treasurer Anastasia Stueber as an authorized signatory to Independence State Bank. Trustee Lehmann seconded. Motion carried unanimously by voice vote.
B. Resolution 2025-42: Trustee Calkins moved to approve Resolution 2025-42, hiring Riley Rubenzer as a full-time Public Works Operator. Trustee Hudson seconded. Motion carried unanimously by voice vote.

C. Resignation – Police Commission: Trustee Lehmann moved to approve the resignation of Anastasia Stueber from the Police Commission, effective August 11, 2025. Trustee Hudson seconded. Motion carried unanimously by voice vote.
D. Resignation – Parks, Recreation, and Tourism Commission: Trustee Lehmann moved to approve the resignation of Greg Armstrong from the Parks, Recreation, and Tourism Commission. Trustee Calkins seconded. Motion carried unanimously by voice vote.
E. Resolution 2025-43: Trustee Lehmann moved to approve Resolution 2025-43, appointing Tiana Tarbox to the Police Commission. Trustee Hudson seconded. Motion carried unanimously by voice vote.
F. Resolution 2025-44: Trustee Calkins moved to approve Resolution 2025-44, appointing Renee Normand to the Parks, Recreation, and Tourism Commission. Trustee Hudson seconded. Motion carried unanimously by voice vote.
G. Resolution 2025-45: Trustee Hudson moved to approve Resolution 2025-45, adding Administrator/Clerk-Treasurer Anastasia Stueber as an authorized signatory at CCF Bank. Trustee Calkins seconded. Motion carried unanimously by voice vote.
H. Fire District Budget for 2026: Trustee Lehmann moved to approve the 2026 Fire District Budget. Trustee Hudson seconded. Motion carried unanimously by voice vote.
I. Common Well House Project: Discussion was held with Isaac Steinmeyer of SEH. Project tabled; no action taken.
J. Bow Hunting Application – Ryan Hebert: Trustee Lehmann moved to approve the bow hunting application submitted by Ryan Hebert. Trustee Hudson seconded. Motion carried unanimously by voice vote.
K. Refund – Isabelle Anders: Trustee Lehmann moved to approve a refund to Isabelle Anders for cancellation of Village Hall rental. Trustee Hudson seconded. Motion carried unanimously by voice vote.
L. Refund – Russ Stacy: Trustee Hudson moved to approve a refund to Russ Stacy for cancellation of the Fall Softball League. Trustee Lehmann seconded. Motion carried unanimously by voice vote.
M. Refund – Bimala LLC: Trustee Lehmann moved to approve a refund to Bimala LLC for payment of a Class "B" Liquor License in error. Trustee Hudson seconded. Motion carried unanimously by voice vote.
N. 30th Avenue Project Quote: Trustee Lehmann moved to approve the 30th Avenue Project quote, with direction to Ayres Associates to explore warranty options. Trustee Hudson seconded. Motion carried unanimously by voice vote.
O. Increase Water ACH Payment Limit: Trustee Lehmann moved to approve an increase to the Water ACH Payment Limit. Trustee Hudson seconded. Motion carried unanimously by voice vote.
P. Business Credit Card Services: Trustee Lehmann moved to approve establishing a Business Credit Card Account with Nicolet National Bank. Trustee Hudson seconded. Motion carried unanimously by voice vote.
Q. Revised Employee Policy Manual: Trustee Lehmann moved to approve the Revised Employee Policy Manual. Trustee Calkins seconded. Motion carried unanimously by voice vote.

R. SIGH Properties Tax Guarantee: Trustee Greenwood moved to approve the SIGH Properties Tax Guarantee in the amount of $41,582.58. Trustee Lehmann seconded. Motion carried unanimously by voice vote.

8. Old Business

None.

9. Approval of Previous Minutes

Trustee Lehmann moved to approve the August 18, 2025 Special Meeting Minutes and August 18, 2025 Regular Meeting Minutes. Trustee Hudson seconded. Motion carried unanimously by voice vote.

10. Finance

A. Treasurer's Report (July 2025): Trustee Lehmann moved to approve the Treasurer's Report, Profit & Loss Statement, Water Utility, and Sewer Utility for July 2025. Trustee Greenwood seconded.
Roll Call Vote: President Gary Spilde – Yes, Trustee Ken Greenwood – Yes, Trustee Peter Lehmann – Yes, Trustee Brad Hudson – Yes, Trustee Tim Calkins – Yes. Motion carried unanimously.

B. Claims & Disbursements: Trustee Lehmann moved to approve the September 2, 2025 Check Register in the amount of $95,165.25 (Manual Checks #3065-3067, General Fund Checks #41981-42017, voided Check #41901, Tax Check #4005). Trustee Hudson seconded.
Roll Call Vote: President Gary Spilde – Yes, Trustee Ken Greenwood – Yes, Trustee Peter Lehmann – Yes, Trustee Brad Hudson – Yes, Trustee Tim Calkins – Yes. Motion carried unanimously.

11. Licensing

Trustee Lehmann moved to approve the Temporary Operator Licenses, Social Use Permit/Temporary Class "B" Retailer's Licenses, and Chicken Licenses as presented. Trustee Hudson seconded. Motion carried unanimously by voice vote.

12. Closed Session

Trustee Lehmann moved to convene into Closed Session under Wis. Stat. 19.85(1)(c). Trustee Hudson seconded.
Roll Call Vote: President Gary Spilde – Yes, Trustee Ken Greenwood – Yes, Trustee Peter Lehmann – Yes, Trustee Brad Hudson – Yes, Trustee Tim Calkins – Yes. Motion carried unanimously.

13. Open Session

Trustee Lehmann moved to reconvene in Open Session and to proceed with leave time accrual adjustments as recommended by the leave audit findings. Trustee Greenwood seconded. Motion carried unanimously by voice vote.

14. Adjournment

Trustee Greenwood moved to adjourn the meeting at 8:34 p.m. Trustee Hudson seconded. Motion carried unanimously.

Submitted by:

Anastasia Stueber, Administrator/Clerk-Treasurer