

CITY OF PITTSVILLE
Official Council Meeting Minutes
Tuesday, October 21, 2025 at 6:00p.m.
Pittsville Community Hall, 5291 3rd Ave

The City Council meeting was called to order at 6:00p.m. by Mayor Nichols.

Alderspersons present by roll: Mark Darr, Mike Hobbs, Brian Kissner, Casey Krohn, Bob Schooley and Dennis Todd.
Also Present: Chief Duerr, Peter Petersen DPW, Dan Schooley, Diana Schooley, Jodi Wilke, Katie Montag

The mayor led the group in the Pledge of Allegiance.

No conflicts of interest were identified.

Motion by Schooley, second by Kissner to approve Council minutes from 9.16.25. Motion carried

No Public Comments were heard.

Mayor commented the he has had a few interested parties in development within the City limits. He has informed the parties that our TID would not be functional for at least 3-4 months and requested that the council considered how comfortable they are with the TID doing borrowing to development. One party that reached out was looking for a space for a virtual/remote health care office.

No Council Comments were heard.

The following reports were present for approval: Clerk/Treasurers Reports, Water/Sewer Treasurers Reports/Minutes from 10.8.25, Police Report, Department of Public Works Report, Committee of the Whole 09.25.25, Joint Review Board 10.2.25, and Finance Committee of the Whole 10.8.25. Motion by Darr, second by Todd to approve the reports as presented. Motion carried.

Clerk reported that Pittsville School has applied for the Safe Routes to School program in regards to the LED Push button crosswalk sign on Hwy 80 and 1st Ave. Updates will be made as they become available.

Riverside Park final numbers were reviewed. Krohn reported that the 2026 Headliner Band has already been booked. The committee will be getting together the Lee Recreation to put the vision and goal on paper including options for partnerships and grants. The mayor Thanked all of the volunteers and committee that made the weekend a success.

Fire and EMS contracts were reviewed with Fire going up \$3762.78 and EMS up \$2150.14 year over year. Motion by Hobbs, second by Schooley to approve and sign the contracts as presented. Motion carried and the mayor signed the contracts.

Motion by Todd, second by Darr to sign Resolution#2025-09: Providing Guidelines for issuing provisional license for operators for the sale of fermented malt beverages, intoxicating liquor or wine. Motion carried and the mayor signed the resolution.

Motion by Darr, second by Kissner to suspend the rules for the first reading of Ordinance 04-2025 and adopt the ordinance at this time, An Ordinance creating section 4-39 Allowing the City Clerk to issue Provisional Retail Licenses for the sale of fermented malt beverages, intoxicating liquor or wine pursuant to the provisions of section § 125.185 of Wisconsin Statutes. Motion carried. Motion by Hobbs, second by Todd to approve the ordinance as presented and adopt the ordinance. Roll call: Darr – Y, Hobbs -Y, Kissner – Y, Krohn – Y, Schooley – Y, Todd – Y. Motion carried and the mayor signed the approved ordinance. The ordinance is available in the office of the Clerk/Treasurer for viewing.

Motion by Darr, second by Kissner to suspend the rules for the first reading of Ordinance 05-2025 and adopt the ordinance at this time, An Ordinance creating section 4-73 Allowing the City Clerk to issue Provisional Operator's License for the sale of fermented malt beverages, intoxicating liquor or wine pursuant to the provisions of section § 125.17 (5) of Wisconsin Statutes. Motion carried. Motion by Hobbs, second by Todd to approve the ordinance as presented and adopt the ordinance. Roll call: Darr – Y, Hobbs -Y, Kissner – Y, Krohn – Y, Schooley – Y, Todd – Y. Motion carried and the mayor signed the approved ordinance. The ordinance is available in the office of the Clerk/Treasurer for viewing.

Motion by Schooley, second by Krohn Update to Provisional License fee per Wi Statute on Fee Schedule to \$15. Motion carried

Composite site flat fee for contractors was discussed. Questions were raised regarding signing contracts and charging contractors for expense to dispose of things we do not take. Peter will check with other municipalities and it will be on November's agenda.

Market Village Vendor packet was reviewed. The council will be sending it to the CDA for review and decisions to be made with the request of 1 to be used as the warming shelter, 1 to be open for daily/weekly/weekend usage and 2 to be able to rented yearly. Council would also like to encourage businesses to be open Saturday's and having a variety of businesses in the sheds.

Winter pickleball in the Community Center was discussed. There would be no take down/set up to be done by city staff. It's in the mission statement to be used as a "community center" and it would be returned to the original state when finished. Consensus was to have them try it out until the end of the year and then council make a decision for going forward.

The clerk updated the council with the preliminary 2027 Wood County CEED grant application. Changes that were pointed out were 1 application per municipality and funds not to be used in a TID area.

The mayor requested to have to the Council meetings moved back to the Council Chambers. Alderperson Krohn felt it would be too cramped, Alderperson Darr felt the rest of the City meetings could be held in the Chambers and Alderperson Todd felt the chambers would be okay. Consensus was to try it out with all the other meetings and bring it back in January for review.

Motion by Hobbs, second by Todd to sign the South Wood County Humane Society Annual Service Agreement. Motion carried and the mayor signed the agreement.

Motion by Schooley, second by Darr to approve MSA Invoice #021444 for TID 4 – Phase 1 to be paid from contingency and including 2025 future payments up to the agreement amount. Motion carried. (Diana Schooley left)

The mayor would like this months Attorney billing taken from Mayor's expenses and bring back November's to the council for review of possibilities.

Motion by Darr, second by Schooley to approve Option#2 on the presented paperwork for Health Insurance options, including the change of HSA amount to \$5000 as suggested from Spectrum Insurance Group. Motion carried. Motion by Schooley, second by Darr to add as an option for employees to have pre-tax payroll deduction up to the yearly HSA amount directly from their paycheck. Motion carried.

Krohn would like to have clarification from the Wisconsin Department of Transportation (DOT) as to when the round about and state hwy 80 work will start and end in 2026. He would like it seen completed before Labor Day with the start of school and the biggest local harvest season. The mayor will reach out to Ellie from the DOT, whom he has worked with in the past on the project.

Motion by Kissner, second by Todd to approve Operator License for Rebecca Jevaltas. Motion carried.

Motion by Krohn, second by Hobbs to approve Cigarette License for LCJ Investments dba Pittsville Farm & Home Center. Motion carried

Motion by Hobbs, Second by Kissner to approve Mayor's October Appoints for Water/Sewer Commission; Plan Commission; Joint Review Board. Motion carried

Announcements included an update to the library board submitted by Tammy Hardinger, Emily Knott has been added to the library board. The clerk presented to the council paperwork for 250th year celebration on July 4th 2026, will be on November agenda. Committee of the Whole Finance Meeting date of October 23rd & 27th 2025 at 6pm in the Council chambers.

Motion by Kissner, second by Hobbs to approve payment of the bills from 09.16.2025 to 10.21.2025 totaling \$166445.38. Motion carried.

Motion by Kissner, second by Krohn to convene into closed session pursuant to Section 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. Compensation to be reviewed Meeting will reconvene into open session for any action on decisions agreed to in closed session. Roll Call: Darr -Y, Hobbs-Y, Kissner-Y, Krohn-Y, Schooley -Y, Todd-Y. Motion carried and council convened into closed session at 7:27pm

Motion by Darr, second by Krohn for starting wage of \$18-\$22 hourly rate, depending on experience. Motion carried.

Motion by Krohn, second by Kissner to adjourn at 7:42pm. Motion carried.

Renee Losievski
City Clerk/Treasurer