

CITY OF PITTSVILLE
Official Council Meeting Minutes
Tuesday, November 18, 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, Ron Klein, Dean of Students Pittsville School District

The mayor led the group in the Pledge of Allegiance.

No conflicts of interest were identified.

Motion by Kissner, second by Todd to approve Council minutes from 10.21.25. Motion carried

Ron spoke to the council regarding the after-school program. Participation has grown since the start, there is homework time, enrichment time and snack are available. He invited everyone to stop in to see all of things happening or even spend some time as a volunteer.

Mayor stated that he has had another request for development of a multi-family housing units zoning area with the city retaining the opportunity for the approval of the location.

Dennis commented that he would like to see city purchases, if possible, from area businesses that donate to community events vs non-city businesses that have not donated.

The following reports were present for approval: Clerk/Treasurers Reports, Water/Sewer Treasurers Reports/Minutes from 11.12.2025, Police Report, Department of Public Works Report, Finance Committee of the Whole 10.23.25, and CDA Minutes 11.06.25. Alderperson Todd wanted to point out from the Water/Sewer Minutes that Peter is checking with the PSC regarding leak notifications and when we are able to adjust residents accounts. Alderperson Hobbs clarified that the WEDC will be making disbursements directly to the applicants for the Small Business Grants after the CDA has approved the applicant. Motion by Schooley, second by Hobbs to approve the reports as presented. Motion carried.

Compost site flat fee for contractors was discussed. Peter recommended to the council \$300 for a yearly contractor pass, \$150 per quarter and \$100 per month. Peter will contact the current users as these amounts would start 01.01.26. Motion by Kissner, second by Darr to add the amounts to the fee schedule. Motion carried.

The council reviewed the final budget numbers that were known. We are still waiting on the School Levy Tax Credit which should come in this week. The proposed local tax rate is \$8.09 an increase of \$0.20 from last year. (Ron Klein left)

Clerk provided an email from Jason Knott, Pittsville School District, that indicated North Central Regional Plan has submitted to WisDot the grant application for the Safe Routes to school and it would be an extended period of time before anything is heard but if it is awarded, proceeding would come in October 2026.

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.

Motion by Darr, second by Kissner to approve the Shops at the Market Village Vendor applications and rental costs from CDA. Motion carried. Todd clarified that someone would still be able to utilize the green space without renting a shed for an event and still only pay the event fee.

Chief Duerr present the council with information on the cost of holding municipal court in Marshfield vs Wisconsin Rapids and the possible increase in fine amounts. Consensus was not to pursue at this time.

Motion by Hobbs, second by Todd to approve the suggested internal transfers for overage on accounts. Motion carried.

Banners for the 250th USA Birthday on July 4th 2026 were discussed. The clerk was asked to check if we have any area businesses to purchase 2 from and Hobbs would check with the Lions if they wanted to either purchase with or purchase more.

Motion by Darr, second by Kissner to pay Wolfgram, Gamoke & Hutchinson October billing from Police Expense with approval from Chief Duerr. Motion carried.

The mayor reminded the council that this is the time of year for recreational/playground sales. He feels if we are going to be purchasing anything for future years it would be best to do it this time of year to save money. Krohn indicated they will be having a meeting in the new year and the plan was to purchase around this time of year.

Volunteering/Job Shadowing was discussed as we currently have students doing their Senior Capstone with Peter and Jeremy. Juniors are doing job shadowing and Seniors are volunteering/learning from the departments. It was questioned if our current waiver protects the city. The clerk will send over to our insurance company and bring back to the next meeting.

Chapter 1 of the Personnel Manual was reviewed. Consensus was to remove “Director of Utilities” from 1.2(b).

Maxhaven Housing/Becker Development agreement was discussed. Motion by Schooley, second by Darr to forward to the city attorney for review and adding verbiage for the revaluation numbers to be included. Motion carried.

The first notice of non-compliance was received from the Department of Revenue. We have fallen below 90% total assessed value as per the state for the fourth year in a row. The state requires municipalities to be within 90%-110% of full value as indicated by the state. Our two options would be to do a complete revaluation or a market update with our assessor.

Motion by Hobbs, second by Krohn to have our assessor do a market update to our city’s value vs doing a full revaluation, a savings of \$16,900. Motion carried.

Motion by Todd, second by Hobbs for additional spending for the Market Village, not exceeding the grant amount, but to increase approved spending from \$46,700 to \$52,700 for the inside walls, flooring and labor. Motion carried with Darr abstaining.

Motion by Krohn, second by Schooley to order extra signs for the welcome signs to promote city spaces in the event we do not have a business renting the spot. Motion carried with Hobbs abstaining.

Motion by Hobbs, second by Krohn to approve 2026 Arbor Day Proclamation stated for 04.24.26. Motion carried and mayor signed the Proclamation.

Motion by Kissner, second by Darr to approve Operator License for Kylie Dampier. Motion carried.

Announcements included Public Hearing and Special Council to set tax rate and 2026 set for November 24, 2025 @ 6pm, Community Center and Committee of the Whole Council date was set for 11.25.26 at 5:30pm for interviews.

Motion by Hobbs, second by Todd to approve payment of the bills from 10.22.25 – 11.18.25 totaling \$82,738.28. Motion carried.

Motion by Darr, second by Schooley to adjourn at 7:47pm. Motion carried.

Renee Losievski
City Clerk/Treasurer