

**PUBLIC WORKS COMMITTEE
MEETING MINUTES
SEPTEMBER 3, 2025**

1. CALL TO ORDER, ROLL CALL, AND AGENDA APPROVAL:
Mary Knipper called the meeting to order at 1:15 pm. Other members present: Mary O'Connor, Jim Wolfgram, Mike Flitcroft, Tom Thiele, AJ Booth, and John Olson. Engineer Brett Biwer was also present. Motion by Thiele and seconded by Flitcroft to approve the agenda. All ayes, motion carried 7-0.
2. APPROVAL OF THE AUGUST 6, 2025 MINUTES:
Motion by O'Connor and seconded by Thiele to approve the minutes. All ayes, motion carried 7-0.
3. COMMUNICATIONS:
None
4. COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING ITEMS ON THE AGENDA:
None
5. OLD BUSINESS:
6. NEW BUSINESS:
 - A. **Shores of Delavan Lake Road Acceptance:**
No updates
 - B. **Safety Program Update:**
No updates
 - C. **Private Road Maintenance – Marvin Herman Letter**
The committee briefly reviewed Marvin Herman's letter with no action
 - D. **Budget & Capital Budget Planning:**
Thiele reviewed his draft budget with the committee. Wolfgram requested more budget details, including proposed compensation.
 - E. **Public Works Manager Report:** Thiele updated the committee with his monthly report. And Thiele updated the committee on the current road projects – Woodlawn & Inlet Roads. Wolfgram questioned on the specific type of culvert used in the Woodlawn project and the grade of the Inlet Roads without a crown.
 - F. **Mechanic's Report:** Booth updated the committee with his monthly report.
 - G. **Approval of monthly bills for payment:** Motion by O'Connor and seconded by Wolfgram to approve the submitted bills for payment. All ayes, motion carried 7-0.
7. COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT:
Wolfgram asked for an update on the fencing within the ROW along South Shore Dr. and the dead/dangerous tree also on another South Shore Dr. property. Olson responded he will follow-up on these issues.
8. ADJOURNMENT:
Motion by Knipper and seconded by Flitcroft to adjourn at 2:15pm. All ayes, motion carried 7-0.