

**PUBLIC WORKS COMMITTEE
MEETING MINUTES
OCTOBER 1, 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. Motion by Knipper and seconded by Flitcroft to approve the agenda. All ayes, motion carried 7-0.
2. APPROVAL OF THE SEPTEMBER 3, 2025 MINUTES:
Motion by Knipper and seconded by Wolfgram 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:
Richard Deschner and Robin Raab were present and commented about the fairness of Deschner's Private Road Snowplowing and Maintenance charges for his parcel at the corner of North Shore Dr. and TK Lane, 3457 North Shore Dr.
5. OLD BUSINESS:
6. NEW BUSINESS:
 - A. **Woodlawn Road Improvements:**
Thiele updated the committee on the project. The work is mostly complete other than some ditching and drainage improvements. Wolfgram asked about driveway access for the home at the corner of Lakeview and Woodlawn (Kiekhafer). Kiekhafer may appear before the committee in the future to request an exception. Wolfgram also asked if an additional Sump/Catch Basin will be installed on the south side of the corner of Almond & Lakewview. Thiele responded he didn't believe that was included in the final design. Thiele is satisfied overall with the project to date.
 - B. **Other 2025 Road Improvements – Inlet Shore Dr., Delavan Dr., Breezy St.:**
The project has reached total completion and will be removed from future agendas.
 - C. **Private Road Maintenance – Richard Deschner, 3457 North Shore Dr. Fee Waiver Request:**
Motion by Wolfgram and seconded by Flitcroft to recommend waiving the Private Road Snowplowing & Maintenance charges for 2025/2026 for Richard Deschner's parcel at 3457 North Shore Dr. All ayes, motion carried 7-0. The committee reached agreement that Deschner receives no benefit of the Private Road – TK Lane, as he has access off North Shore Dr. Knipper wanted board approval for better public record and considering the pending change and discussions on Private Road Maintenance.
 - D. **Shores of Delavan Lake Road Acceptance:**
No updates.
 - E. **Safety Program Update:**
No updates
 - F. **Budget & Capital Budget Planning:**
Thiele briefly discussed his proposed budget and there have been no changes since it was reviewed last month. Knipper commented there will be several Finance and/or Board Meetings this month before the budget is finalized.
 - G. **Public Works Manager Report:** Thiele updated the committee with his monthly report.
 - H. **Mechanic's Report:** Booth updated the committee with his monthly report.
 - I. **Approval of monthly bills for payment:** Motion by O'Connor and seconded by Knipper to approve the submitted bills for payment. All ayes, motion carried 7-0.
7. COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT:
Flitcroft questioned if Public Works had done improvements on Lilly Lane. Thiele responded no. O'Connor questioned all the tree removal along STH 50 ROW through the Inlet as part of the STH 50 Road Improvement project.

8.

ADJOURNMENT:

Motion by Knipper and seconded by Flitcroft to adjourn at 2:30pm. All ayes, motion carried 7-0.