

MEETING MINUTES
Village of Palmyra
Committee of the Whole Meeting
Monday July 21, 2025
6:00 pm
Village Hall
100 W. Taft St.
Palmyra, WI.

The meeting was called to order by Gorsegner at 6:00 p.m. Roll call: Ball, Wallace, Petruska, Smith, Deichl, Tucker, Gorsegner-present. Also present: Public Safety Director, Paul Blount, Fire Chief Mike Gartzke, Assistant Fire Chief Dan Schiller, Scott Halbrucker, Stephanie Butler

Pledge of Allegiance

Communications:

Department Reports:

Building Inspection - none

Clerk / Treasurer- Everyone should have gotten the budget letter from Budget Committee Chair Stephanie Wallace, budgets need to be in by Aug. 4th. Our office is working on the number of utility customers to get the public fire protection on the water bills; it is a lot of work. Working on plan commission meeting items for Aug. 20th. There have not been many responses on the deputy clerk's position.

Library- Trustee Petruska said that you will get the Director's report next month. They had problems with the roof drain, but they hired someone to fix it. Actively working on budget

Parks & Recreation-baseball is winding down, taking a lot of first places in baseball. The gun raffle is going well, sold 136 tickets, have broken even at selling 120. Party in Park Aug. 2nd 10 am – 2 pm, flag football and soccer signups are winding down. Trustee Tucker asked is Butler is working on promoting party in the park, on Facebook, flyers, on sign. Yes. Butler said she is good on volunteers for the event. She will need to get her beer permit.

Public Safety – Director Blount introduced himself, thanks everyone for the opportunity to serve in this new position and as interim police chief, he's worked here 8 yrs and is looking forward to working with us. Blount submitted a typed report, budget status, calls, training, upcoming events. The Hot Dogs & Heroes event is Aug. 16th noon – 4 pm.

Public Works- Halbrucker has an update from the DOT, Hwy 106 will be done by next Friday. One more sidewalk to pour of ours. Main St. Road project for Sept. from the RR tracks to 2nd street will be \$8,000 higher than what the County told him at budget time last year. Halbrucker said that the Village gets \$92,000 in Hwy aid which is supposed to be used for his road projects. The weed harvester conveyor broke down, they are going to try to get it fixed this week. He invited the new board members to take a tour of what his dept. does.

Committee Reports: None

New Business:

1. Entire Committee of the Whole

- A. Smith/Ball motion to convene into closed session at 6:21 pm pursuant to State Statute 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. Specifically, the Public Safety Director's position and exit interview for former Fire/EMT employee. Roll call vote: Ball, Wallace, Petruska, Smith, Deichl, Tucker, Gorsegner-aye. Motion carried. Mike Gartzke and Paul Blount stayed to discuss exit interview issue, then they were asked to leave. The Board called Attorney Ryan Heiden as well for the discussion.

- B. Petruska/Smith motion to convene into open session at 7:22pm pursuant to §19.85(2), Stats., for possible additional discussion and action concerning any matter discussed. Roll call vote: Ball, Wallace, Petruska, Smith, Deichl, Tucker, Gorsegner-aye. Motion carried.
 - C. Petruska/Wallace motion to approve the minutes from July 7, 2025 Village Board meeting, July 3rd and July 14th, 2025 Special Village Board meeting and the July 10, 2025 Recreation committee meeting, with a correction to the July 3rd minutes that Petruska was present. All ayes-motion carried.
 - D. Petruska/Wallace motion to adopt Resolution 2025-07 establishing public fire protection charges for the village of Palmyra, Jefferson County, WI. All ayes-motion carried.
 - E. Wallace/Smith motion to approve the 2025 contract with Johnson Block CPAs for Village auditing services in the amount of \$25,200.00 Roll call vote: Ball, Wallace, Petruska, Smith, Deichl, Tucker, Gorsegner-aye. Motion carried.
- 2. Public Safety Committee: Chairperson Ball**
- A. Discussion/possible action on any updates of the Public Safety Building condition, quotes, possible relocation. Dan Schiller presented and stated that the Clinic is not available. Schiller has documents from engineering firms. They can give a summary for the board and how their program works, our choices. Trustee Petruska asked for the structural report from 5 Bugels, Schiller said he would get it. No cost to listen to this, they can give clearer direction on how best to proceed. Will be on the next meeting agenda.
- 3. Budget & Finance Committee: Chairperson Wallace**
- A. Tucker/Petruska motion to approve the payment of bills totaling \$20,323.36 with extras presented tonight to AFLAC and Brightspeed. Roll call vote: Ball, Wallace, Petruska, Smith, Deichl, Tucker, Gorsegner-aye. Motion carried.
 - B. Discussion/review of the Jan-June 2025 budget comparisons. Trustee Ball says this year public safety looks good. Park & Rec. is a little over says Petruska. Halbrucker said one of the park accounts seem to be over so he will look at the transaction details for that account. No other questions.
- 4. Personnel Committee: Chairperson Tucker**
- A. Discussion/possible action on the updating of the evaluation forms for Village employees. Trustee Tucker said last year the Personnel Committee worked hard and they tried to make it more streamlined. The Committee this year met with Pavlock about the evaluation forms for the police chief. The best way to get examples of these is to reach out to other department's and see what they use. Tucker said the forms will be ready for the next COW meeting.
 - B. Discussion/possible action on the status of the Police Union contract. Trustee Tucker said that she spoke to Atty Macy and he would be contacting everyone to meet and start discussions. The Personnel Committee will be getting emails to set up a meeting.
- 5. Administration and Planning: Chairperson Deichl**
- A. Petruska/Smith motion to approve Operator's licenses for Tricia Harmon, Peggy Lean and Sydney Lean. Backgrounds are fine. All ayes-motion carried.
- 6. Entire Committee of the Whole:**
- A. Wallace/Smith motion to convene into closed session at 7:55 pm pursuant to State Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the Fire/EMS contract with the Town of Palmyra. Roll call vote: Ball, Wallace, Petruska, Smith, Deichl, Tucker, Gorsegner-aye. Motion carried.
 - B. Petruska/Smith motion to convene in open session at 8:24 pm pursuant to §19.85(2), Stats., for possible additional discussion and action concerning any matter discussed. Roll call vote: Ball, Wallace, Petruska, Smith, Deichl, Tucker, Gorsegner-aye. Motion carried.

Petruska/Smith motion to adjourn at 8:24 pm. All ayes motion carried.

Respectfully submitted,

Laurie Mueller
Village Clerk/Treasurer

Minutes approved without corrections Aug. 4, 2025
