

Town of Phelps, Wisconsin
Regular Town Board Meeting Minutes
Wednesday, June 10, 2026
Phelps Town Hall

Present: Chairman – Steve Doyen, Town Board Supervisors – Maureen Robinson, Jeremy Ryan and Steve Waier. Absent Supervisors: Mary Ann (Mak) Holcomb. Also Present: Clerk/Treasurer – Sheryl J Ward, Deputy Clerk/Treasurer – Kathleen R Ray, Shop Foreman – Josh Hedberg, and 12 citizens.

1. **Call Meeting to Order:** Chairman Doyen called the meeting to order at 6:00 p.m.
2. **Roll Call/Quorum Call:** A quorum of board members was present.
3. **Pledge of Allegiance:** Recited
4. **Verification of Public Notice by Town Board:** Deputy Clerk/Treasurer Ray verified the agenda was posted at the Phelps Town Hall/Community Center, Phelps Post Office, Phelps Convenience Center, Town Website, and emailed to the Vilas County News Review June 8, 2026.
5. **Correspondence and Communications:** None
6. **Reports**
 - a. **Chairman Report:** Doyen stated he has nothing to report that is not already on the agenda.
 - b. **Town Board Supervisors Reports:** Waier stated he is working on the contract agreement for the West Shore Road Bridge & Culvert Replacement Project. He is waiting for review and comments from the tribe at this point.
 - c. **Department/Committee Reports:** Museum President, Pauleyn Nystrom reported that the Museum's Open House was a great success. They have started their summer hours. Also, they have started their Capital Campaign for the proposed addition to the building.
 - d. **EMS/Fire Department Reports:** EMS Director, Carole Selin was unable to attend the meeting however she submitted her report for May. There were 14 emergency calls with 1 mutual aid with Conover. Total miles on the ambulance were 117.4 miles.

Fire Chief, Jeremy Ryan stated they made it through Spring Fire Season with only 2 minor incidents. He reported that letter graphics were being put on Engine 1. Jeremy thanked Leonard and Nate from Northern Edge Sport & Marine who helped fabricate the shelves and trays for the fire truck and only charged us for the cost of material which saved us \$10,000 - \$12,000. They also helped with the boat and other things. They are very generous to the Town. Jeremy reported that he has received several phone calls regarding the insurance savings residents are receiving because of the ISO rating. Anywhere from \$100 - \$300 has been reported. Jeremy stated he applied for a new grant worth \$276,000 for radios that would allow them to communicate with Iron County, etc.
 - e. **Clerk Report:** Clerk/Treasurer Ward reported the town offices will be moving into the new building Friday, June 26, and the library is scheduled to be moved Saturday, June 27. Sheryl stated seven (7) cemetery plots were sold during April and May 2026 as follows: D-16-2, D-16-3, D-51-6, D-51-7, D-51-8, D-52-3 and D-52-4. Sheryl stated she is working on election preparation for the August 11th Partisan Primary. The first batch of absentee ballot requests need to be mailed out by June 25, 2026.

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Discussion/Action on the Following Agenda Items (Public Comment will be Allowed on Each Agenda Item):

7. **Approval of the following Meeting Minutes:** May 13, 2026, Special Town Board Meeting, May 13, 2026, Regular Town Board Meeting, May 18, 2026, Special Town Board Meeting and May 21, 2026, Special Town Board Meeting.

Motion by Robinson to approve the minutes of May 13, May 18 and May 21, 2026, as presented. Second by Ryan. All voting aye. Motion carried.

8. **Approval of May 2026 Financial Report**

Motion by Waier to approve the May 2026 Financial Report as presented. Seconded by Robinson. All voting aye. Motion carried.

9. **Approval of Checks and ACH/EFT Transactions: from May 1 through May 31, 2026, including Check #'s 20612 – 20654**

Motion by Ryan to approve Checks and ACH/EFT Transactions: from May 1 through May 31, 2026, including Check #'s 20612 – 20654. Second by Waier. All voting aye. Motion carried.

10. **Open and possible awarding bid for the Volkmann Road project:** Doyen stated one sealed bid was received from Pitlik & Wick. Doyen opened the bid and stated that Pitlik bid a total cost of \$248,646.70. Waier stated we budgeted \$250,000 however that included an offset in the budget of \$27,727.51 in revenue we were expecting in LRIP funds. However, we decided to use the LRIP funds for Briggs Road repairs. One option is to accept the bid and find the money in our budget somewhere. Waier mentioned the Library Reserve has \$37,000 which was intended for building maintenance, maybe this would be an option. Doyen stated this will be placed on the next meeting agenda to determine where to get the remaining funds.

Motion by Ryan to accept the bid from Pitlik & Wick at a total cost of \$248,646.70. Second by Robinsin. All voting aye. Motion carried.

11. **Consider/Approve Appointment of Democratic Party Election Worker Shelly Rudnick-Peterson for 2026-2027 Election Cycle.**

Motion by Waier to approve the appointment of democratic party election worker Shelly Rudnick-Peterson for the 2026-2027 Election Cycle. Second by Ryan. All voting aye. Motion carried.

12. **Consider/Approve proposed Draft Watercraft Wake Enhancement Ordinance to promote reasonable and prudent operation of watercraft that utilize wake enhancing equipment.** Ryan stated Kentuck Lake District recently made a policy against wake boarding on their lake so I would be curious how that policy would affect a town ordinance. Ryan also stated his proposed language for an ordinance simplified what the Town Lakes Committee proposed and compromised on the distance from the shore to 300' and a 20' water depth. Joe Robinson, Chair for the Town Lakes Committee, stated they took into consideration safety, and they believe 500' from shore was a safe distance. Ryan stated he doesn't like singling out "wake surfing". It should be all boating activity that stirs up the bottom. Not in favor of the town prohibiting a specific activity.

A couple from the Long Lake District were in attendance and stated they want Long Lake to be included in an Ordinance. They pleaded with the Town to act on this issue in some way.

Motion by Waier to amend the draft ordinance as presented to 400' from the shoreline. Second by Maureen. Robinson and Waier voted Aye and Doyen and Ryan voted Nay.

Motion fails for lack of a majority vote.

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Second Motion by Doyen to approve the draft ordinance as is. Second by Ryan. Doyen and Ryan voted Aye and Waier and Robinson voted Nay.

Motion fails for lack of a majority vote.

The Board would like to revisit this issue once they have all five (5) board members present and the attorney has reviewed the proposed ordinance.

Third Motion by Doyen to TABLE this item. Second by Waier. All voting aye. Motion carried.

13. Discussion/Action on Community Center:

- a. Formalizing a start date for 2026 usage of the Community Center.** Sheryl stated Maureen was approached about when the community center would be available to use. The Board decided to make the center available for monthly and/or small events that don't generate revenue beginning September 8, 2026. The center will not be available for large events such as weddings until after January 1, 2027.
- b. Discuss a Rental Agreement with Chamber of Commerce.** Sheryl stated the Board should consider a rental agreement for the office that the chamber will be leasing. Doyen stated it should be a Lease Agreement. Waier stated he will help with the document.
- c. Update on Community Center project.** Dave Selby was not present to give an update.
- d. Office closure for moving/transition period.** Sheryl asked the Town Board if the office could be closed from June 22 through July 3rd for packing and unpacking once moved. Sheryl also requested an end date that meetings can be held at the town hall as we prepare to pack and move. The Board has decided the last date a meeting can be held at the town hall will be June 18th. Once moved, we can proceed with meetings in the new facility. Jeremy stated, if necessary, the fire hall can be made available. Kathy will let committee chairs know this and Sheryl will inform any new requests.

14. Consider/Approve Budget Amendments for:

a. Library Heat/Electric Account 5511023 which is overspent by \$260.00

Motion by Waier to approve a Budget Amendment to transfer \$1,000 from the Library Equip/Maintenance Account 5511035 to the Library Heat/Electric Account 5511023 to cover the overage and future costs. Second by Doyen. All voting aye Motion carried.

b. Hwy Electricity (and Gas) Account 5331123 which is overspent by \$1,065.00

Motion by Ryan to approve a Budget Amendment to transfer \$4,000 from the Road/Maintenance LGIP Reserve to Hwy Electricity (and Gas) Account 5331123 to cover the overage and future costs. Second by Waier. All voting aye. Motion carried.

c. Community Center Heat/Electric Account 51600023 has a remaining balance of \$790.00

Motion by Ryan to approve Budget Amendment to transfer \$2,346.77 from the Town Newsletter Account 51445 to Community Center Heat/Electric Account 51600023 to cover future costs and to place this on the July agenda to ask constituents for their opinion on considering either no fall newsletter or an electronic version of the fall newsletter. Second by Robinson. All voting aye. Motion carried.

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Consider/Approve Operator License for the Period of July 1, 2026, through June 30, 2028, for the following individuals:

- Robert L Andersen III
- Michael L Andrews
- Demetrios E Argoudelis
- Tracy M Bostwick
- Kyha K Buell
- Ron H Buell Jr.
- James M Burton
- Tammy I Burton
- Genevieve Coady
- Melissa M Jones
- Amy L Kyler
- Steven M Kyler
- Allyson M Lahnala
- Carissa M Lahnala
- Bradley W Lewis
- Sarah C Lewis
- Billy G Lopas
- Jake A Marino
- Matthew J Molter
- Pauleyn M Nystrom
- Anita J Raatz
- Kelly A Ramsey
- Laura B Richart
- Deborah L Rose
- Shelly R Rudnick-Peterson
- Raegan F Sarafiny
- Wolf Shadow
- Rachel K Spurgeon
- Carissa M Stevens
- Steven J Vetter
- William A Vierkandt
- Steven A Waier
- April L Walczak
- Keischa M Wayman
- Emilie L Wenberg
- Eragon MJ Wenberg
- Christine D Yerges
- Douglas J Zeman

Motion by Ryan to approve Operator Licenses for the Period of July 1, 2026 through June 30, 2028 for the following individuals: Robert L Andersen III, Michael L Andrews, Demetrios E. Argoudelis, Tracey M Bostwick, Kyha K Buell, Ron H Buell Jr., James M Burton, Tammy I Burton, Genevieve Coady, Melissa M Jones, Amy L Kyler, Steven M Kyler, Allyson M Lahnala, Carissa M Lahnala, Bradley W Lewis, Sarah C Lewis, Billy G Lopas, Jake Marino, Matthew J Molter, Pauleyn M Nystrom, Anita J Raatz, Kelly A Ramsey, Laura B Richart, Deborah L rose, Shelly R Rudnick-Peterson, Raegan F. Sarafiny, Wolf Shadow, Rachel K Spurgeon, Carissa M Stevens, Steven J Vetter, William A Vierkandt, Steven A Waier, April L Walczak, Keischa M Wayman, Emilie L Wenberg, Eragon MJ Wenberg, Christine D Yerges and Douglas J Zeman. Second by Robinson. Waier abstained from voting. Doyen, Ryan and Robinson voting aye. Motion carried.

15. Consider/Approve Cigarette, Tobacco and Electronic Vaping Device Products Retail License for the Period of July 1, 2026, through June 30, 2027, for:

- a. Sarah Lewis, dba Phelps Convenience Center, 2518 STH 17, Sarah Lewis, Agent

Motion by Ryan to approve the Cigarette, Tobacco and Electronic Vaping Device Products Retail License for the Period of July 1, 2026, through June 30, 2027, for Sarah Lewis. Second by Waier. All voting aye. Motion carried.

16. Consider/Approve Alcohol Beverage License Combination Class “A” Beer & “Class A” Liquor Licenses for the Period of July 1, 2026, through June 30, 2027, for the following establishments:

- a. Coady’s Point of View LLC, 3932 Point of View Trail, Darren Patrick Coady, Agent
- b. Sarah Lewis, DBA Phelps Convenience Center, 2518 STH 17, Sarah Lewis, Agent

Motion by Robinson to approve Alcohol Beverage License Combination Class “A” Beer & “Class A” Liquor Licenses for the Period of July 1, 2026, through June 30, 2027, for Coady’s Point of View, LLC and Sarah Lewis, DBA Phelps Convenience Center. Second by Ryan. All voting aye. Motion carried.

17. Consider/Approve Alcohol Beverage License Combination Class “B” Beer & “Class B” Liquor Licenses for the Period of July 1, 2026, through June 30, 2027, for the following establishments:

- a. Barefoot Charlies, Inc. 2275 STH 17, Dietmar W Busch, Agent
- b. Bostwick Investments LLC, DBA Great Escape Bar and Grill, 2510 STH 17, Joseph H. Bostwick, Agent

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- c. North Twin MJG, Inc., DBA Sand Lake Pub, 851 STH 17 N, Martin D Primich, Agent
- d. Northern Exposure Bar & Restaurant, 4384 Deerskin Rd, Douglas G Horstman, Sole Proprietor
- e. Phelps Hillside Restaurant LLC, 5751 Hillside Resort Trl., Julie Stocke, Agent

Motion by Ryan to approve Alcohol Beverage License Combination Class “B” Beer and “Class B” Liquor licenses for a period of July 1, 2026, through June 30, 2027, for Barefoot Charlies Inc., Bostwick Investments LLC, North Twin MJG, Inc., Northern Exposure Bar & Restaurant, and Phelps Hillside Restaurant LLC and Second by Waier. All voting aye. Motion carried.

18. **Consider/Approve Alcohol Beverage License Combination Class “B” Beer and “Class C” Liquor (wine only) Retail License for the Period of July 1, 2026, through June 30, 2027, for:**
- a. Stoneline Events LLC, DBA Stoneline Valley, 4902 Old 70 Road, Steven J Vetter, Agent

Motion by Ryan to approve the Alcohol Beverage License Combination Class “B” Beer and “Class C” Liquor (wine only) Retail License for the Period of July 1, 2026, through June 30, 2027, for Stoneline Events LLC. Second by Waier. All voting aye. Motion carried.

19. **Discussion on providing potable water to the public.** Doyen stated there have been calls and walk-ins regarding where people can get potable water now that the water has been disconnected at the old town shop. The Board would like to inform people that the Town will not be providing water. Kathy will publish a notice and provide suggestions on where they might be able to get water.
20. **Update on Hospital Site Redevelopment.** No update. Waier suggested a marketing video. Ryan stated they looked into that and it would cost \$10-15,000 to make a video. It was suggested to partner with the Chamber to market the property. Ryan will talk to Laura.
21. **Update on new Department of Public Works project.** Josh stated the exchanger has finally been installed. He is still waiting for the pressure washer to be installed and for the overhead doors to be adjusted. Josh also stated he is waiting for prices on phones.
22. **Update on Shooting Range project.** Maureen stated the shooting range project will be reviewed by the Planning and Development Committee at their next meeting and then they will bring it to the Board for review/approval.
23. **Adjournment at 7:39 p.m.**



Kathleen R Ray, Deputy Clerk/Treasurer

Minutes are subject to approval at the next Regular Town Board meeting