

**Town of West Bend Staff Meeting Minutes
February 25, 2026**

Chairman Zagel called the Town of West Bend **staff meeting to order at 1:00 P.M.** at the town hall.

Chairman Zagel read the **Call of the Meeting**.

Roll Call was taken. Present: Chairman Troy Zagel, Supervisor Mark Wagor, Supervisor Steve Lindley, Clerk Julie Ihlenfeld, Deputy Clerk Carole Ciriacks, Office Assistant Adriana Heipp, and Zoning Administrator Ben Greenberg was on the phone.

Approval of Minutes of January 28, 2026 Meeting. Motion by Wagor to approve minutes of January 7, 2026 meeting. Seconded by Lindley. Motion carried.

Public Works Projects & Status. Discussed salt usage. Salt order is due at the end of April. Discussed roads, culvers, ditch work, trees, accessing data on radar sign, and temporary weight limits.

Financial/Budget Issues & Status. Discussed financing roads and outfitting new truck. Treasurer position will be in town newsletter.

Workload Coverage, Communications & Customer Service. Town is having election training and a mock election on March 4, 2026 to practice Badger Books – the new electronic poll book. The town hired a cleaning service for monthly maintenance.

Office Equipment & Support Systems. None.

Constituents Concerns & Issues. Newsletter will go out at the beginning of March. Zoning Administrator Greenberg gave updates on violation letters.

Motion by Zagel to adjourn, seconded by Lindley. Motion carried unanimously to adjourn the meeting at 2:15 P.M.

Respectfully Submitted this 26th day of February 2026.

Julie Ihlenfeld, Clerk