VILLAGE OF GREENLEAF
MEETING MINUTES

The monthly meeting of Village Board of Trustees, of the Village of Greenleaf, was held at the Village Hall, 1537 Day St., Greenleaf WI 54126 on Wednesday April 8th, 2026, the meeting was called to order by President Bonnie Crossman at 5:31 pm.

PLEADGE OF ALLEGIANCE

ROLL CALL: Present were Village President Bonnie Crossman, Trustee Richard Gilson, Edward VandeHey, Constable Bobbi Sue Burbey, Village Clerk Stephanie Owen, Bobbi Sue Burbey; Village Constable.

ABSENT: Village Treasurer Rachael Hill

ALSO PRESENT: Zoning Administrator Shawn DeCleene and Bob Brick; Public Workers Matt Brick; Public Workers Employee, Dean LaFlaur and Todd Weyenberg; Robert E Lee

See Attached Sign in Sheet from Meeting

R. Gilson moved and E. VandeHey seconded the motion to approve the agenda. **Motion Carried.**
R. Gilson moved and E. VandeHey seconded motion to dispense with the reading of the minutes. **Motion Carried.** (Minutes emailed to Village Board)
R. Gilson moved and E VandeHey seconded the motion to approve the minutes. **Motion Carried.**
*** NO FINANCIAL REPORT AVAILIBLE
E. VanDeHey moved and R. Gilson motioned to approve vouchers 1520-1547 and EFT for a total of $ 72,299.31. **Motion Carried.**

Public Works Report

- Televising of the lines is scheduled to begin Monday, April 13, 2026.
- A new belt has been installed on the snowblower. Another belt will be purchased to replace the spare.

Dean W/ Robert E Lee

1. 2026 Phosphorus Reporting – Chemical addition – Martelle NeoWaterFx (rare earth)
    a. Phos Report #4 due 6-30-26

2. 2026 Total Suspended Solids (TSS) Report (Phase II – Filter Reporting)
    a. TSS Alternatives 2023-24 (3rd Yr) – DNR Call 5-27 then REL response in June 2026 (WQT)
    b. TSS Facility Plan (4th yr) - REL submitted 6-2-25 – DNR hold until after 3rd Yr review (WQT cost update)

3. 2026-27 Design (Phase II) for 0.075 mg/l – Facility Plan, Specs & Drawings
    a. 2026 ITA/PERF – REL resubmitted for DNR grant funding 10-31-25 for SFY 2027 & may resubmit 10-31-26.
    b. 2026 DNR Specs/Drawings – REL plans to move forward after DNR approves Alternatives/TSS Facility Plan

Constable Report – Incident Summary

Incident Details

- **03/19:** Trapped two (2) cats for TNR services coordinated with Connie Leon.
- **03/23:** Trapped four (4) additional cats for TNR services with Connie Leon.
- **03/24:** Responded to a dog-bite incident at Slammer Inn Again. Made contact the owner and advised that all dogs must remain leashed when outside. S. Owen will issue a certified letter requesting the dog's vaccination and registration records, as well as proof of liability insurance for the commercial property.
- **03/25:** Received report of chickens on State Highway 96. Bobbi Sue contacted Dale Pahl and informed him that his chickens must remain secured and kept off the highway.
- There are roosters present throughout the Village; however, Village ordinance does **not** permit roosters. The ordinance does not clearly state the maximum number of hens allowed, but several enclosures within the Sanitary District appear to house large numbers of birds.

Zoning Administrator Report

Planning Commission Meeting from April 6, 2026

1) Land divided for parcel W-722, Mike and Theresa Reynders. After a lengthy discussion a motion was made by Gary to approve as 1lot and outlot 1 and outlot 2 and non-buildable 2nd by Jim. Motion denied. Votes Nays-4 Ayes-3

2) Rezone 3 acres for parcel W-518, Hans and Monique Herzog. Motion made by Gary to approve csm and 2nd by Jim. Motion carried

3) Csm to rezone 2 acres for parcel VG-667, Don and Joan Fristch. Motion made by Gary to approve csm and 2nd by Joe. Motion carried

4) Extraterritorial Review of parcel R-174. Motion made Jake approve and 2nd by Gary. Motion carried

Extraterritorial Review

Town of Wrightstown – Certified Survey Maps

a. Parcel W-722 (Reynders) – Possible land divide creating Lot 1, Outlot 1, and Outlot 2

Upon recommendation from the Planning Commission, R. Gilson moved to not approve the land divide; seconded by E. VandeHey. **Motion carried.**

b. Parcel W-518 (Herzog) – Rezone of 3 acres

R. Gilson made a motion to approve the rezone; seconded by E. VandeHey. **Motion carried.**

Town of Rockland – Certified Survey Maps

a. Parcel R-174 – Extraterritorial Review (John & Jodi Zeamer)

R. Gilson made a motion to approve the rezone; seconded by E. VandeHey. **Motion carried.**

Time limit on Utility Permits

Shawn, the Zoning Administrator, informed the Village Board that the current Utility Permits do not include an expiration date. After discussion, the Board agreed that a resolution should be drafted to establish a one-year expiration period from the date of issuance for all Utility Permits. R. Gilson made a motion to table the item until next month. E. VandeHey seconded the motion. **Motion carried.**

Parking Lot Improvement Project

After concerns were raised by REL and the Village Attorney regarding the Board's initial decision to award the contract to B.E.S.T. Enterprises, it was brought to the Board's attention that, based on how the bid was written, the Village is required to award the project to the lowest responsible bidder. Failing to do so could expose the Village to potential legal action. After further discussion, the Board voted to award the contract to the lowest bidder, MCC, Inc. of Appleton. R. Gilson made a motion to award the contract to MCC, Inc., seconded by E. VandeHey. **Motion carried.**

2026–2027 Insurance Policy

Following a full review of the proposed 2026–2027 Insurance Policy $ 12,933.00 for the commercial package- Blanket Bond (Voting Machine) $ 350.00 Workers Comp policy $ 2,329.00 and the Cyber Policy $ 818.80. Total for complete package is $ 16,421.85, a motion to approve the policy for the next term was made by Gilson and seconded by E. VanDeHey. **Motion carried.**

3-year Contract with Greenleaf Greenscapes

Following the review of the proposed 3-year contract for the ditch cutting services. A motion to approve the 3-year contract was made by Gilson and seconded by E. VanDeHey. **Motion carried.**

Cell phone for the Village Clerk

S. Owen will dedicate the cell phone number of (920) 309-1483 to the Village and she will be getting a new personal phone number. R.Gilson made motion to approve and seconded by E VandeHey. **Motion Carried**

Confirm Board of Review & Open Book Dates

Board of Review Date: Monday June 8,2026 – 3:30pm -5pm and Open Book will be held on Monday June 1,2026 from 2 to 4pm. Both meetings to be held at Village Hall 1537 Day St.

Outdoor Warning Siren – Greenleaf Fire Department

The outdoor warning siren is currently located on Greenleaf Volunteer Fire Department property at 1567 Day Street. John Brittnacher, representing the Fire Department, informed the Board that due to the Department's upcoming construction project, the siren will need to be removed from the top of the building. He presented three options for the Board's consideration:

1) Remove the existing siren and reinstall it on a pole.
2) Purchase and install a new siren.
3) Eliminate the siren entirely.

In response to a question from S. Owen regarding whether an outdoor warning siren is required, John confirmed that it is not a mandated requirement. R. Gilson moved to table the matter until the next meeting to allow time for obtaining more accurate cost estimates. E. VandeHey seconded the motion. **Motion carried.**

Correspondence

Nothing to report

Public Comments – Items may need to be addressed at a future meeting

Nothing to report

R. Gilson moved and E. VanDeHey seconded the motion to adjourn.

Meeting adjourned at 6:23pm. **Motion Carried.**

Respectfully submitted,
Stephanie Owen, Village of Greenleaf Clerk

President: Bonnie L. Grossman

Trustee: Rob Gilson

Trustee: Edward J VanDeHey

May 13,2026 Approved

3 Total pages

VILLAGE OF GREENLEAF **MONTHLY MEETING - April 8 ,2026**

	NAME	ADDRESS
1.	Bonnie Crossman	President
2.	Dick Gilson	Trustee
3.	Ed Vandehey	Trustee
4.	Rachel Hill	Treasurer - Absent
5.	Stephanie Owen	Clerk
6.	Bobbi Sue Burbey	Constable
7.	Bob Brick	Public Works
8.	Shawn DeCleene	Zoning Admin
9.	Todd Weyenberg	REL
10.	Dean LaFleur	REL
11.	[illegible]	1543 Fair Rd Greenleaf
12.	[illegible]	1124 Old School Pl
13.	JIM SCHLOFF	6842 COUNTRY CREEK CT
14.	BILL VANDEVOORT	1263 FAIR RD
15.	Kathy De Cramer	1914 Fair Ln
16.	KEITH DECRAMER	1914 FAIR LN
17.	Ross Wiese	1628 OAKVIEW LN
18.	Julie Carter	1384 Fair Rd
19.	John Brittnacher	1894 Fair Lane
20.	Dave Vande Voort	6686 Vandevoort Ct

VILLAGE OF GREENLEAF **MONTHLY MEETING - April 8 ,2026**

	NAME	ADDRESS
21.	DAVID GILSON	6944 OLD 57RD GREENLEAF WI
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