

**VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
January 12, 2026**

CALL TO ORDER: President Dan Holloway called the Park Ridge Village Board meeting to order at 5:30 p.m. The Village Board meeting was held in person at the Village Hall. After recitation of the Pledge of Allegiance by those present, roll call was taken. Trustees Gordon Renfert and Kristin Paulson, were present. Trustee Joe Thompson attended via Zoom. Clerk Anne Arndt and Treasurer Melissa Clark were also present.

Others attending: Tori Jennings, Jim LaMar, Shawn Paulson, and Christine Neidlein. Marjie Bell attended via Zoom.

AGENDA ITEM # 1 - APPROVAL OF THE JANUARY AGENDA: Motion Paulson, second by Renfert to approve the agenda as printed. Motion carried 4/0.

AGENDA ITEM # 2 – PUBLIC COMMENT PERIOD – AGENDA ITEMS: There were no public comments on specific agenda items.

AGENDA ITEM # 3 - PUBLIC COMMENT PERIOD – NON-AGENDA ITEMS: Tori Jennings stated she serves on the county's Safe Streets For All project committee. 20 is Plenty has been recognized by DSS for a committee as an implementation that will take place. The Bicycle Pedestrian Plan has been released to the task force for review. In February the county consultants will be presenting the plan to the Village of Park Ridge.

AGENDA ITEM # 4 – REVIEW AND APPROVE MINUTES FROM DECEMBER 15, 2025: Motion Renfert second by Paulson to approve the December 15 minutes with these edits: Paulson stated Kenny Chesney also attended last month's meeting via Zoom. On line 52 "pf" should be "of". On Line 55 remove one "\$". On line 64 "mov" should be "move". On line 65 add "constructing" after the word before. Line 66 delete one period. Motion carried 4/0.

AGENDA ITEM # 5 – REVIEW AND APPROVE CAUCUS MINUTES OF JANUARY 7, 2026: Motion Renfert, second Paulson to approve minutes of the January 7 caucus meeting. Motion carried 4/0.

AGENDA ITEM # 6 – REVIEW AND APPROVE DECEMBER TREASURER'S REPORT: Motion Paulson, second Renfert to approve the December treasurer's report. Roll Call vote taken: Renfert – yes; Paulson – yes; Holloway - yes; Thompson – yes. Motion carried 4/0.

AGENDA ITEM # 7 – Review and approve December and January bills/payments: Motion Paulson, second Renfert to approve December and January bills/payments. Roll Call vote taken: Paulson – yes; Renfert – yes; Thompson – yes; Holloway – yes. Motion carried 4/0.

AGENDA ITEM # 8 – QUARTERLY REPORTS: There was one building permit application during the 4th quarter of 2025. Motion Paulson, second Renfert to approve the quarterly report. Motion carried 4/0.

DISCUSSION AND/OR POSSIBLE ACTION ON THE FOLLOWING ITEMS:

AGENDA ITEM # 9 – CONSIDER APPROVAL OF PRELIMINARY ZERO LOT-LINE CERTIFIED SURVEY MAP FOR ROWE BUILDERS: Motion Thompson, second Renfert to approve the CSM. Renfert asked where this lot was located. Holloway stated he would reach out to Point of Beginning for clarification on the status of the building project and suggested approval not be given tonight. Motion and second withdrawn.

AGENDA ITEM #10 – RIDGEWOOD DRIVE / GREENBRIAR AVENUE ROAD PROJECT: Tori Jennings requested a brief memo be included in the meeting packet on this item or any other important agenda item so residents can be prepared for the board meeting. Holloway stated some preliminary work has been done by MSA for the design of the project. There was a scoping meeting last week with the State DOT representative, project manager, environmental coordinator and two employees from MSA. Discussed was the anticipated need for real estate, utilities, general preliminary cross section schedule. Water main installation and design will be a separate design contract, hopefully to be discussed at future meetings in mid-2026.

AGENDA ITEM # 11 – SPRING PRIMARY ELECTION: Clerk Arndt reported there is no primary in Park Ridge in February 2026.

AGENDA ITEM # 12 - VILLAGE CAUCUS UPDATE: Caucus minutes were approved in Agenda Item #5 and Holloway reviewed them at this time.

AGENDA ITEM # 13 – SET DATE AND TIME FOR NEXT BOARD MEETING: February 16 at 5:30 p.m.

ADJOURN: Motion Paulson, second Renfert to adjourn at 6:12 p.m. Motion carried 4/0.

ANNE ARNDT
VILLAGE CLERK

DAN HOLLOWAY
VILLAGE PRESIDENT

VILLAGE OF PARK RIDGE

Balance Sheet Prev Year Comparison

As of January 31, 2026

	Jan 31, 26	Jan 31, 25	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
11110 · Checking	1,017.00	2,868.06	-1,851.06
11310 · Operating Account	934,783.09	528,333.69	406,449.40
11340 · Reserve Account-Pineries-ARPA	0.00	31,148.42	-31,148.42
11343 · Pineries Money Market	114,939.81	113,512.73	1,427.08
11345 · Reserve Account-Bank of Amherst	10,266.98	10,190.34	76.64
11350 · Pineries CD Account	110,904.10	107,830.92	3,073.18
11360 · Petty Cash	0.00	300.00	-300.00
Total Checking/Savings	1,171,910.98	794,184.16	377,726.82
Other Current Assets			
12100 · Taxes Receivable	588,124.46	530,704.94	57,419.52
1499 · Undeposited Funds	0.00	139.00	-139.00
Total Other Current Assets	588,124.46	530,843.94	57,280.52
Total Current Assets	1,760,035.44	1,325,028.10	435,007.34
TOTAL ASSETS	1,760,035.44	1,325,028.10	435,007.34
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	690.00	0.00	690.00
Total Accounts Payable	690.00	0.00	690.00
Credit Cards			
2047 · Village Credit Card-2449	0.00	22.16	-22.16
2048 · Village Credit Card-2530	0.00	501.35	-501.35
2049 · Village Credit Card-2571	991.67	0.00	991.67
Total Credit Cards	991.67	523.51	468.16
Other Current Liabilities			
2100 · State W/H Tax	76.77	110.06	-33.29
21511 · Federal W/H Tax	974.42	1,882.52	-908.10
24700 · Due other taxing authorities	517,162.39	503,167.21	13,995.18
24800 · Due SP Utilities	4,440.11	4,927.62	-487.51
Total Other Current Liabilities	522,653.69	510,087.41	12,566.28
Total Current Liabilities	524,335.36	510,610.92	13,724.44
Total Liabilities	524,335.36	510,610.92	13,724.44
Equity			
3010 · Office Equipment Reserve	82.68	82.68	0.00
3018 · Street Reserve	638.28	638.28	0.00
3020 · Sewer Reserve	2,500.00	2,500.00	0.00
3025 · Reassessment Reserve	9,000.00	9,000.00	0.00
3060 · Disaster Reserve	12,345.31	12,345.31	0.00
3070 · Santa Visit Reserve	1,550.00	1,550.00	0.00
34100 · General Undesignated Fund Bal	103,265.36	103,265.36	0.00
3900 · Retained Earnings	634,761.00	240,411.15	394,349.85
Net Income	471,557.45	444,624.40	26,933.05
Total Equity	1,235,700.08	814,417.18	421,282.90
TOTAL LIABILITIES & EQUITY	1,760,035.44	1,325,028.10	435,007.34

VILLAGE OF PARK RIDGE
Reconciliation Detail

11345 · Reserve Account-Bank of Amherst, Period Ending 01/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,266.98
Cleared Balance						10,266.98
Register Balance as of 01/31/2026						10,266.98
Ending Balance						10,266.98

VILLAGE OF PARK RIDGE
Reconciliation Detail
11350 · Pinerias CD Account, Period Ending 01/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						110,904.10
Cleared Balance						110,904.10
Register Balance as of 01/31/2026						110,904.10
Ending Balance						110,904.10

VILLAGE OF PARK RIDGE
Reconciliation Detail
11110 · Checking, Period Ending 01/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						41,181.00
Cleared Transactions						
Checks and Payments - 26 items						
Bill Pmt -Check	12/30/2025	16680	MSA Professional S...	X	-34,133.53	-34,133.53
Bill Pmt -Check	12/30/2025	16683	Zblewski Bros. LLC	X	-1,188.00	-35,321.53
Bill Pmt -Check	12/30/2025	16679	Mike Bembenek	X	-1,000.00	-36,321.53
Bill Pmt -Check	12/30/2025	16682	Wisconsin Public Se...	X	-301.69	-36,623.22
Paycheck	01/02/2026	16675	Arndt, Anne C	X	-993.23	-37,616.45
Bill Pmt -Check	01/06/2026	16696	Stevens Point Area ...	X	-304,131.33	-341,747.78
Bill Pmt -Check	01/06/2026	16697	Portage County Tre...	X	-170,221.23	-511,969.01
Bill Pmt -Check	01/06/2026	16689	Mid-State Technical ...	X	-27,104.02	-539,073.03
Bill Pmt -Check	01/06/2026	16692	Zblewski Bros. LLC	X	-5,988.00	-545,061.03
Bill Pmt -Check	01/06/2026	16685	Harter's Fox Valley ...	X	-3,513.90	-548,574.93
Bill Pmt -Check	01/06/2026	16684	Anderson O'Brien, L...	X	-1,147.50	-549,722.43
Bill Pmt -Check	01/06/2026	16699	Municipal Property I...	X	-1,110.00	-550,832.43
Bill Pmt -Check	01/06/2026	16688	Melissa Clark	X	-1,102.50	-551,934.93
Paycheck	01/06/2026	16691	Miller, LoisJean C.	X	-965.52	-552,900.45
Bill Pmt -Check	01/06/2026	16687	League of Wisconsi...	X	-590.51	-553,490.96
Bill Pmt -Check	01/06/2026	16694	TDS	X	-135.48	-553,626.44
Paycheck	01/06/2026	16700	Zdroik, Henry D	X	-120.05	-553,746.49
Bill Pmt -Check	01/06/2026	16695	Stevens Point Public...	X	-48.13	-553,794.62
Bill Pmt -Check	01/12/2026	16703	Spectrum Insurance...	X	-3,841.00	-557,635.62
Paycheck	01/12/2026	16704	Arndt, Anne C	X	-1,093.07	-558,728.69
Bill Pmt -Check	01/12/2026	16701	Pineries	X	-509.24	-559,237.93
Bill Pmt -Check	01/12/2026	16712	Kristin Paulson.	X	-207.34	-559,445.27
Paycheck	01/12/2026	16709	Paulson, Kristin	X	-184.70	-559,629.97
Bill Pmt -Check	01/12/2026	16702	Shawn Paulson.	X	-150.00	-559,779.97
Paycheck	01/12/2026	16726	Manville, James D.	X	-115.43	-559,895.40
Paycheck	01/12/2026	16705	Lepak, Rebecca A	X	-31.40	-559,926.80
Total Checks and Payments					-559,926.80	-559,926.80
Deposits and Credits - 16 items						
Paycheck	12/31/2025	16710	Renfert, Gordon J.	X	0.00	0.00
Paycheck	12/31/2025	16708	Menzel, Stephen F	X	0.00	0.00
Paycheck	12/31/2025	16723	Menzel, Stephen F	X	0.00	0.00
Paycheck	12/31/2025	16722	Manville, James D.	X	0.00	0.00
Paycheck	12/31/2025	16707	Manville, James D.	X	0.00	0.00
Paycheck	12/31/2025	16706	Holloway, Daniel A	X	0.00	0.00
Paycheck	12/31/2025	16711	Thompson, Joseph D	X	0.00	0.00
Bill Pmt -Check	01/06/2026	16686	John Kraft	X	0.00	0.00
Deposit	01/06/2026			X	17.00	17.00
Transfer	01/06/2026			X	518,227.82	518,244.82
Paycheck	01/12/2026	16714	Manville, James D.	X	0.00	518,244.82
Check	01/12/2026	16713	VOID	X	0.00	518,244.82
Paycheck	01/12/2026	16715	Menzel, Stephen F	X	0.00	518,244.82
Check	01/12/2026	16717	VOID	X	0.00	518,244.82
Transfer	01/28/2026			X	9,056.75	527,301.57
Transfer	01/29/2026			X	4,305.84	531,607.41
Total Deposits and Credits					531,607.41	531,607.41
Total Cleared Transactions					-28,319.39	-28,319.39
Cleared Balance					-28,319.39	12,861.61

VILLAGE OF PARK RIDGE
Reconciliation Detail
11110 · Checking, Period Ending 01/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 16 items						
Paycheck	04/11/2025	16312	Holloway, Daniel A		-134.70	-134.70
Bill Pmt -Check	06/30/2025	16502	WILLIAM J LITTLE ...		-762.98	-897.68
Bill Pmt -Check	06/30/2025	16451	SUE E SACHS		-573.97	-1,471.65
Bill Pmt -Check	08/12/2025	16558	Schmeeckle Reserve		-1,375.00	-2,846.65
Bill Pmt -Check	12/30/2025	16676	John Kraft		-56.84	-2,903.49
Bill Pmt -Check	01/06/2026	16696	Wisconsin Public Se...		-861.39	-3,764.88
Paycheck	01/06/2026	16690	Kraft, John E.		-637.21	-4,402.09
Bill Pmt -Check	01/06/2026	16698	Portage County Hig...		-212.11	-4,614.20
Paycheck	01/12/2026	16727	Menzel, Stephen F		-808.06	-5,422.26
Paycheck	01/12/2026	16716	Renfert, Gordon J.		-184.70	-5,606.96
Paycheck	01/12/2026	16725	Thompson, Joseph D		-184.70	-5,791.66
Paycheck	01/12/2026	16724	Holloway, Daniel A		-134.70	-5,926.36
Bill Pmt -Check	01/27/2026	16719	City of Stevens Point		-5,300.00	-11,226.36
Bill Pmt -Check	01/27/2026	16721	Wisconsin Public Se...		-413.00	-11,639.36
Bill Pmt -Check	01/27/2026	16718	Bushman Electric Cr...		-195.00	-11,834.36
Bill Pmt -Check	01/27/2026	16720	Diggers Hotline Inc.		-10.25	-11,844.61
Total Checks and Payments					-11,844.61	-11,844.61
Total Uncleared Transactions					-11,844.61	-11,844.61
Register Balance as of 01/31/2026					-40,164.00	1,017.00
New Transactions						
Checks and Payments - 8 items						
Bill Pmt -Check	02/05/2026	16729	MSA Professional S...		-20,218.47	-20,218.47
Bill Pmt -Check	02/05/2026	16734	Zblewski Bros. LLC		-4,800.00	-25,018.47
Bill Pmt -Check	02/05/2026	16733	Wisconsin Public Se...		-1,750.43	-26,768.90
Bill Pmt -Check	02/05/2026	16730	Pauls & Associates, ...		-1,035.00	-27,803.90
Bill Pmt -Check	02/05/2026	16728	Melissa Clark		-742.50	-28,546.40
Bill Pmt -Check	02/05/2026	16731	Shawn Paulson.		-150.00	-28,696.40
Bill Pmt -Check	02/05/2026	16732	TDS		-135.46	-28,831.86
Liability Check	02/13/2026	DM	United States Treas...		-974.42	-29,806.28
Total Checks and Payments					-29,806.28	-29,806.28
Deposits and Credits - 1 item						
Transfer	02/05/2026				28,831.86	28,831.86
Total Deposits and Credits					28,831.86	28,831.86
Total New Transactions					-974.42	-974.42
Ending Balance					-41,138.42	42.58

VILLAGE OF PARK RIDGE
Reconciliation Detail
11343 · Pinerias Money Market, Period Ending 01/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						114,817.91
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	01/31/2026			X	121.90	121.90
Total Deposits and Credits					121.90	121.90
Total Cleared Transactions					121.90	121.90
Cleared Balance					121.90	114,939.81
Register Balance as of 01/31/2026					121.90	114,939.81
Ending Balance					121.90	114,939.81

VILLAGE OF PARK RIDGE

Reconciliation Detail

11310 · Operating Account, Period Ending 01/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						839,923.85
Cleared Transactions						
Checks and Payments - 3 items						
Transfer	01/06/2026			X	-518,227.82	-518,227.82
Transfer	01/28/2026			X	-9,056.75	-527,284.57
Transfer	01/29/2026			X	-4,305.84	-531,590.41
Total Checks and Payments					-531,590.41	-531,590.41
Deposits and Credits - 4 items						
Deposit	01/06/2026			X	441,849.92	441,849.92
Deposit	01/21/2026			X	142,055.06	583,904.98
Deposit	01/28/2026			X	41,611.06	625,516.04
Deposit	01/31/2026			X	933.61	626,449.65
Total Deposits and Credits					626,449.65	626,449.65
Total Cleared Transactions					94,859.24	94,859.24
Cleared Balance					94,859.24	934,783.09
Register Balance as of 01/31/2026					94,859.24	934,783.09
New Transactions						
Checks and Payments - 1 item						
Transfer	02/05/2026				-28,831.86	-28,831.86
Total Checks and Payments					-28,831.86	-28,831.86
Deposits and Credits - 2 items						
Deposit	02/05/2026				122.00	122.00
Deposit	02/05/2026				128,544.47	128,666.47
Total Deposits and Credits					128,666.47	128,666.47
Total New Transactions					99,834.61	99,834.61
Ending Balance					194,693.85	1,034,617.70

6:51 PM

02/10/26

VILLAGE OF PARK RIDGE

Reconciliation Detail

2049 · Village Credit Card-2571, Period Ending 01/31/2026

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						509.24
Cleared Transactions						
Charges and Cash Advances - 5 items						
Credit Card Charge	12/29/2025		Complete Office of WI	X	-116.99	-116.99
Credit Card Charge	12/30/2025		Dero	X	-798.40	-915.39
Credit Card Charge	01/09/2026		Adobe	X	-21.09	-936.48
Credit Card Charge	01/12/2026		Microsoft Store	X	-42.00	-978.48
Credit Card Charge	01/12/2026		Microsoft Store	X	-13.19	-991.67
Total Charges and Cash Advances					-991.67	-991.67
Payments and Credits - 1 item						
Bill	01/12/2026		Pineries	X	509.24	509.24
Total Cleared Transactions					-482.43	-482.43
Cleared Balance					482.43	991.67
Register Balance as of 01/31/2026					482.43	991.67
New Transactions						
Payments and Credits - 1 item						
Bill	02/10/2026		Pineries		991.67	991.67
Total New Transactions					991.67	991.67
Ending Balance					-509.24	0.00

VILLAGE OF PARK RIDGE

Revenue & Expenses Budget vs. Actual

January 2026

	Jan 26	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
41110 · Local Tax Levied	500,401.00	500,401.00	0.00
43410 · Shared Revenues	0.00	54,652.39	-54,652.39
43420 · Fire Insurance	0.00	3,700.00	-3,700.00
43430 · Exempt Computer Aid	0.00	269.56	-269.56
43440 · Personal Property Aid	0.00	4,804.87	-4,804.87
43450 · State Video (Cable) Aid	0.00	1,700.20	-1,700.20
43529 · Other State Aid (Grant)	0.00	5,000.00	-5,000.00
43531 · Transportation Aid	3,563.90	14,264.05	-10,700.15
44110 · Liquor and Malt Beverage	0.00	800.00	-800.00
44120 · Cigarette/Bartender's Licenses	0.00	60.00	-60.00
44200 · Dog Licenses	17.00	80.00	-63.00
44300 · Building Permits/Inspections	0.00	1,000.00	-1,000.00
44500 · Cable Franchise Fees	0.00	5,400.00	-5,400.00
48100 · Interest	1,055.51	4,800.00	-3,744.49
48200 · CD Interest	0.00	3,000.00	-3,000.00
48900 · Miscellaneous Income	0.00	1,000.00	-1,000.00
Total Income	505,037.41	600,932.07	-95,894.66
Expense			
51100 · Village Board			
5110001 · President Salary	941.94	3,768.00	-2,826.06
5110002 · Trustee Salary	861.20	3,445.00	-2,583.80
5110003 · Santa Visit	207.34	1,000.00	-792.66
5110004 · League of Municipalities Dues	590.51	590.51	0.00
5110006 · Board Expenses	0.00	500.00	-500.00
Total 51100 · Village Board	2,600.99	9,303.51	-6,702.52
51300 · Legal	1,147.50	5,000.00	-3,852.50
51410 · Clerk/Treasurer			
5141001 · Clerk Compensation	2,521.43	35,000.00	-32,478.57
5141002 · Mileage and Expense	0.00	500.00	-500.00
5141006 · General Office Supplies	0.00	2,500.00	-2,500.00
5141007 · Training	0.00	1,000.00	-1,000.00
5141010 · Tax Collection Fee	1,383.61	1,500.00	-116.39
5141011 · Villagewide Mailing	0.00	1,500.00	-1,500.00
5141014 · Pineries Bank Fees/Supplies	0.00	150.00	-150.00
5141022 · Dues & Subscriptions	76.28	3,500.00	-3,423.72
5141025 · Background Checks	0.00	100.00	-100.00
5141026 · Treasurer Compensation	1,102.50	6,000.00	-4,897.50
5141027 · IT Services	150.00	2,000.00	-1,850.00
Total 51410 · Clerk/Treasurer	5,233.82	53,750.00	-48,516.18
51420 · Elections			
5142001 · Inspectors	0.00	4,000.00	-4,000.00
5142002 · Election Expenses	0.00	500.00	-500.00
Total 51420 · Elections	0.00	4,500.00	-4,500.00
51430 · Publication Fees	0.00	500.00	-500.00
51510 · Accounting			
5151001 · Reporting (Form C)	0.00	1,000.00	-1,000.00
Total 51510 · Accounting	0.00	1,000.00	-1,000.00
51530 · Assessment of Property			
5153001 · Assessor Contract	0.00	6,900.00	-6,900.00
Total 51530 · Assessment of Property	0.00	6,900.00	-6,900.00

VILLAGE OF PARK RIDGE

Revenue & Expenses Budget vs. Actual

January 2026

	Jan 26	Budget	\$ Over Budget
51600 · Village Hall			
5160001 · Maintenance Compensation	176.55	1,200.00	-1,023.45
5160004 · Utilities	451.59	3,200.00	-2,748.41
5160005 · Supplies and Equipment	0.00	2,500.00	-2,500.00
5160006 · Repairs & Maintenance	0.00	2,500.00	-2,500.00
Total 51600 · Village Hall	628.14	9,400.00	-8,771.86
51910 · Uncollectible Taxes	0.00	200.00	-200.00
51938 · Insurance			
5193801 · General Liability	4,121.00	2,700.00	1,421.00
5193802 · Local Gov't Property	0.00	1,000.00	-1,000.00
5193803 · Worker's Compensation	830.00	1,000.00	-170.00
Total 51938 · Insurance	4,951.00	4,700.00	251.00
52100 · Crossing Guard	1,125.48	4,000.00	-2,874.52
52205 · Fire & EMS Protection			
5220521 · Fire Protection & EMT Contract	0.00	114,146.90	-114,146.90
Total 52205 · Fire & EMS Protection	0.00	114,146.90	-114,146.90
52450 · Zoning Administration	134.57	550.00	-415.43
53311 · Street Maintenance			
5331101 · Snow Plowing	5,988.00	27,000.00	-21,012.00
5331103 · Street Maintenance	902.11	60,000.00	-59,097.89
5331104 · Street Maint-Trees/pickup	0.00	14,000.00	-14,000.00
Total 53311 · Street Maintenance	6,890.11	101,000.00	-94,109.89
53315 · Sewers	48.13	75.00	-26.87
53420 · Street Lighting			
5342001 · Electric & Maintenance	1,153.28	12,000.00	-10,846.72
5342004 · Digger Requests	753.04	3,000.00	-2,246.96
Total 53420 · Street Lighting	1,906.32	15,000.00	-13,093.68
53620 · Garbage Collection			
5362001 · Garbage Collection	2,810.10	33,500.00	-30,689.90
5362002 · Fall Large Item Pick-up	0.00	900.00	-900.00
Total 53620 · Garbage Collection	2,810.10	34,400.00	-31,589.90
53635 · Recycling cost			
5363501 · Recycling Collection	703.80	9,000.00	-8,296.20
5363503 · Yard Waste Drop Off	5,300.00	5,400.00	-100.00
Total 53635 · Recycling cost	6,003.80	14,400.00	-8,396.20
54100 · Humane Society Contract	0.00	1,900.00	-1,900.00
55200 · Parks Dept. Pledge (\$5.50/per)	0.00	3,000.00	-3,000.00
Total Expense	33,479.96	383,725.41	-350,245.45
Net Ordinary Income	471,557.45	217,206.66	254,350.79
Other Income/Expense			
Other Expense			
57101 · Undesignated Fund Bal Outlay	0.00	45,381.02	-45,381.02
58100 · Loan Principal			
58110 · Linwood Ave Project	0.00	5,374.90	-5,374.90
58120 · Operating Loan	0.00	19,931.73	-19,931.73
58130 · Hillcrest/Greenbriar Loan Princ	0.00	72,520.06	-72,520.06
Total 58100 · Loan Principal	0.00	97,826.69	-97,826.69

7:35 PM

02/10/26

Accrual Basis

VILLAGE OF PARK RIDGE
Revenue & Expenses Budget vs. Actual
January 2026

	Jan 26	Budget	\$ Over Budget
58200 · Loan Interest			
58210 · Linwood Ave Project	0.00	2,875.10	-2,875.10
58220 · Operating Loan	0.00	9,068.27	-9,068.27
58230 · Hillcrest/Greenbriar Loan Int	0.00	62,055.58	-62,055.58
Total 58200 · Loan Interest	0.00	73,998.95	-73,998.95
Total Other Expense	0.00	217,206.66	-217,206.66
Net Other Income	0.00	-217,206.66	217,206.66
Net Income	471,557.45	0.00	471,557.45

VILLAGE OF PARK RIDGE
Revenue & Expenses Budget vs. Actual
January 2026

	<u>% of Budget</u>
Ordinary Income/Expense	
Income	
41110 · Local Tax Levied	100.0%
43410 · Shared Revenues	0.0%
43420 · Fire Insurance	0.0%
43430 · Exempt Computer Aid	0.0%
43440 · Personal Property Aid	0.0%
43450 · State Video (Cable) Aid	0.0%
43529 · Other State Aid (Grant)	0.0%
43531 · Transportation Aid	25.0%
44110 · Liquor and Malt Beverage	0.0%
44120 · Cigarette/Bartender's Licenses	0.0%
44200 · Dog Licenses	21.3%
44300 · Building Permits/Inspections	0.0%
44500 · Cable Franchise Fees	0.0%
48100 · Interest	22.0%
48200 · CD Interest	0.0%
48900 · Miscellaneous Income	0.0%
Total Income	84.0%
Expense	
51100 · Village Board	
5110001 · President Salary	25.0%
5110002 · Trustee Salary	25.0%
5110003 · Santa Visit	20.7%
5110004 · League of Municipalities Dues	100.0%
5110006 · Board Expenses	0.0%
Total 51100 · Village Board	28.0%
51300 · Legal	23.0%
51410 · Clerk/Treasurer	
5141001 · Clerk Compensation	7.2%
5141002 · Mileage and Expense	0.0%
5141006 · General Office Supplies	0.0%
5141007 · Training	0.0%
5141010 · Tax Collection Fee	92.2%
5141011 · Villagewide Mailing	0.0%
5141014 · Pineries Bank Fees/Supplies	0.0%
5141022 · Dues & Subscriptions	2.2%
5141025 · Background Checks	0.0%
5141026 · Treasurer Compensation	18.4%
5141027 · IT Services	7.5%
Total 51410 · Clerk/Treasurer	9.7%
51420 · Elections	
5142001 · Inspectors	0.0%
5142002 · Election Expenses	0.0%
Total 51420 · Elections	0.0%
51430 · Publication Fees	0.0%
51510 · Accounting	
5151001 · Reporting (Form C)	0.0%
Total 51510 · Accounting	0.0%
51530 · Assessment of Property	
5153001 · Assessor Contract	0.0%
Total 51530 · Assessment of Property	0.0%

VILLAGE OF PARK RIDGE

Revenue & Expenses Budget vs. Actual

January 2026

	% of Budget
51600 · Village Hall	
5160001 · Maintenance Compensation	14.7%
5160004 · Utilities	14.1%
5160005 · Supplies and Equipment	0.0%
5160006 · Repairs & Maintenance	0.0%
Total 51600 · Village Hall	6.7%
51910 · Uncollectible Taxes	0.0%
51938 · Insurance	
5193801 · General Liability	152.6%
5193802 · Local Gov't Property	0.0%
5193803 · Worker's Compensation	83.0%
Total 51938 · Insurance	105.3%
52100 · Crossing Guard	28.1%
52205 · Fire & EMS Protection	
5220521 · Fire Protection & EMT Contract	0.0%
Total 52205 · Fire & EMS Protection	0.0%
52450 · Zoning Administration	24.5%
53311 · Street Maintenance	
5331101 · Snow Plowing	22.2%
5331103 · Street Maintenance	1.5%
5331104 · Street Maint-Trees/pickup	0.0%
Total 53311 · Street Maintenance	6.8%
53315 · Sewers	64.2%
53420 · Street Lighting	
5342001 · Electric & Maintenance	9.6%
5342004 · Digger Requests	25.1%
Total 53420 · Street Lighting	12.7%
53620 · Garbage Collection	
5362001 · Garbage Collection	8.4%
5362002 · Fall Large Item Pick-up	0.0%
Total 53620 · Garbage Collection	8.2%
53635 · Recycling cost	
5363501 · Recycling Collection	7.8%
5363503 · Yard Waste Drop Off	98.1%
Total 53635 · Recycling cost	41.7%
54100 · Humane Society Contract	0.0%
55200 · Parks Dept. Pledge (\$5.50/per)	0.0%
Total Expense	8.7%
Net Ordinary Income	217.1%
Other Income/Expense	
Other Expense	
57101 · Undesignated Fund Bal Outlay	0.0%
58100 · Loan Principal	
58110 · Linwood Ave Project	0.0%
58120 · Operating Loan	0.0%
58130 · Hillcrest/Greenbriar Loan Princ	0.0%
Total 58100 · Loan Principal	0.0%

7:35 PM

02/10/26

Accrual Basis

VILLAGE OF PARK RIDGE
Revenue & Expenses Budget vs. Actual
January 2026

	<u>% of Budget</u>
58200 · Loan Interest	
58210 · Linwood Ave Project	0.0%
58220 · Operating Loan	0.0%
58230 · Hillcrest/Greenbriar Loan Int	0.0%
Total 58200 · Loan Interest	0.0%
Total Other Expense	0.0%
Net Other Income	0.0%
Net Income	<u><u>100.0%</u></u>

VILLAGE OF PARK RIDGE

Profit & Loss Prev Year Comparison

January 2026

	Jan 26	Jan 25	\$ Change
Ordinary Income/Expense			
Income			
41110 · Local Tax Levied	500,401.00	492,496.00	7,905.00
43531 · Transportation Aid	3,563.90	3,308.14	255.76
44200 · Dog Licenses	17.00	292.00	-275.00
48100 · Interest	1,055.51	774.53	280.98
48900 · Miscellaneous Income	0.00	0.00	0.00
Total Income	505,037.41	496,870.67	8,166.74
Expense			
51100 · Village Board			
5110001 · President Salary	941.94	941.94	0.00
5110002 · Trustee Salary	861.20	861.20	0.00
5110003 · Santa Visit	207.34	898.51	-691.17
5110004 · League of Municipalities Dues	590.51	91.38	499.13
Total 51100 · Village Board	2,600.99	2,793.03	-192.04
51300 · Legal	1,147.50	0.00	1,147.50
51410 · Clerk/Treasurer			
5141001 · Clerk Compensation	2,521.43	4,776.06	-2,254.63
5141006 · General Office Supplies	0.00	440.88	-440.88
5141010 · Tax Collection Fee	1,383.61	1,401.54	-17.93
5141022 · Dues & Subscriptions	76.28	98.44	-22.16
5141026 · Treasurer Compensation	1,102.50	562.50	540.00
5141027 · IT Services	150.00	100.00	50.00
Total 51410 · Clerk/Treasurer	5,233.82	7,379.42	-2,145.60
51430 · Publication Fees	0.00	22.61	-22.61
51530 · Assessment of Property			
5153001 · Assessor Contract	0.00	1,035.00	-1,035.00
Total 51530 · Assessment of Property	0.00	1,035.00	-1,035.00
51600 · Village Hall			
5160001 · Maintenance Compensation	176.55	61.60	114.95
5160004 · Utilities	451.59	386.97	64.62
5160006 · Repairs & Maintenance	0.00	97.00	-97.00
5160007 · Misc.	0.00	0.00	0.00
Total 51600 · Village Hall	628.14	545.57	82.57
51938 · Insurance			
5193801 · General Liability	4,121.00	2,473.00	1,648.00
5193803 · Worker's Compensation	830.00	863.00	-33.00
Total 51938 · Insurance	4,951.00	3,336.00	1,615.00
52100 · Crossing Guard	1,125.48	1,059.28	66.20
52400 · Building Inspection	0.00	1,236.36	-1,236.36
52450 · Zoning Administration	134.57	134.56	0.01
53311 · Street Maintenance			
5331101 · Snow Plowing	5,988.00	5,196.00	792.00
5331103 · Street Maintenance	902.11	0.00	902.11
Total 53311 · Street Maintenance	6,890.11	5,196.00	1,694.11
53315 · Sewers	48.13	0.00	48.13
53420 · Street Lighting			
5342001 · Electric & Maintenance	1,153.28	953.36	199.92
5342004 · Digger Requests	753.04	472.18	280.86
Total 53420 · Street Lighting	1,906.32	1,425.54	480.78

VILLAGE OF PARK RIDGE
Profit & Loss Prev Year Comparison
January 2026

	Jan 26	Jan 25	\$ Change
53620 · Garbage Collection			
5362001 · Garbage Collection	2,810.10	2,692.40	117.70
Total 53620 · Garbage Collection	2,810.10	2,692.40	117.70
53635 · Recycling cost			
5363501 · Recycling Collection	703.80	673.10	30.70
5363503 · Yard Waste Drop Off	5,300.00	5,300.00	0.00
Total 53635 · Recycling cost	6,003.80	5,973.10	30.70
6560 · Payroll Expenses	0.00	0.00	0.00
Total Expense	33,479.96	32,828.87	651.09
Net Ordinary Income	471,557.45	464,041.80	7,515.65
Other Income/Expense			
Other Expense			
57200 · Capital Project Outlay	0.00	19,417.40	-19,417.40
Total Other Expense	0.00	19,417.40	-19,417.40
Net Other Income	0.00	-19,417.40	19,417.40
Net Income	471,557.45	444,624.40	26,933.05

STEVENS POINT

1701 FRANKLIN STREET
715-344-1833

**FIRE DEPARTMENT**

STEVENS POINT, WI 54481
FAX: 715-346-1599

Jb D. MOODY
FIRE CHIEF

Police & Fire Commission
Fire Chief's Report – October 2025

57 Members Approved

55 Positions Funded

45 Positions Staffed

Significant Events

- Fire Prevention Month
- Station 2 Open House
- Citizen Academy Fire, EMS, EVOC, Range

09/18/2025

Monthly Training

- Rural Water Supply
- Hose line Deployment, Forcible Entry
- Parapet Ladder and Aerial Ops
- Annual EVOC Driving
- Victim Removal from Window
- Fire Code Enforcement
- Boat Operations
- Axene
- The Heart and All things Related
- IV Pump, Vent, CPAP
- Tactical EMS
- Blood Borne Pathogens
- Influenza
- Victim Removal from Window

Public Activities:

- Station Tour 10/01/2025
- SPASH Home Coming Rally 10/03/2025
- Breakthrough Diabetes Walk 10/04/2025
- Firehouse Subs Touch a Truck 10/05/2025
- Station Tour McKinley School 10/07/2025
- Touch a Truck Stevens Point Christian Academy 10/07/2025
- Bannach School Bulldog Dash 10/09/2025
- CPR, AED, Epi Pen, Narcan SPPD 10/09/2025
- Station Tour Pacelli 4 K Morning and Afternoon 10/09/2025
- School Visit St. Steves 10/10/2025
- Touch a Truck Fleet Farm 10/11/2025
- Explorer Post Meeting 10/15/2025
- School Visit Washington School 10/21/2025
- Station Tour St. Paul Lutheran 10/17/2025

STEVENS POINT

1701 FRANKLIN STREET
715-344-1833

**FIRE DEPARTMENT**

STEVENS POINT, WI 54481
FAX: 715-346-1599

Jb D. MOODY
FIRE CHIEF

- | | |
|-----------------------------------|------------|
| • Pacelli Career Fair | 10/24/2025 |
| • Fire Drill Lincoln Center | 10/24/2025 |
| • Fire Drill Ruth Gilfry Building | 10/24/2025 |
| • Fire Drill Portage County Annex | 10/24/2025 |
| • Touch a truck YMCA | 10/25/2025 |
| • Trick or Treat Downtown Event | 10/25/2025 |
| • School Visit St. Paul Lutheran | 10/29/2025 |

Police & Fire Commission
Fire Chief's Report – November 2025

57 Members Approved

55 Positions Funded

49 Positions Staffed

Significant Events

- Portage County EMS Awards Banquet
 - Medical Directors Award
 - Lt. Thomson
 - FTP/Supervisor Gemza
 - MPO Ostrowski
 - FF/Ps Pelot Corry, Rowe
 - Years of Service Recognition
 - AC Zvara 25 yrs
 - Lt. Thomson 20 yrs
 - MPO Kitowski 20 yrs
 - Lt. Zander 15 yrs
 - MPO Fleisner 10 yrs
 - FF/P Klementz 5 yrs
 - FTP/Supervisor 5 yrs
- Union Contract Candidate Side Letter agreement regarding overtime
- Structure Fire 341 Forest Street North (City) Box Level 11/20/2025
- Structure Fire 1921 Second Lake Drive (Town of Carson) 2nd Alarm 11/21/2025
- Graduation Ceremony Recruit Class #2503 Station 1 @ 15:30 12/04/2025

Monthly Training

- | | |
|-------------------------------------|-----------------------------|
| • Monitor, Drafting, Hose Placement | • Rapid Intervention Drills |
| • Strategic Plan Crew Review | • Search and Rescue |

STEVENS POINT
1701 FRANKLIN STREET
715-344-1833



FIRE DEPARTMENT

STEVENS POINT, WI 54481
FAX: 715-346-1599

Jb D. MOODY
FIRE CHIEF

- Building Construction
- Vehicle Extrication
- Rescue Drags
- Ice Rescue Equipment
- Warming Shelter Walk-Through
- Cardiology Basics 4 and 12 Leads
- Environmental Emergencies

Public Activities:

- | | |
|---|------------|
| • Fire Prevention Month Contest Winner Station Tour | 11/01/2025 |
| • SPASH Cross Country Escort | 11/01/2025 |
| • Excel Preschool Friendly Firefighter | 11/04/2025 |
| • Excel Preschool Friendly Firefighter | 11/06/2025 |
| • Red Kettle Kickoff | 11/13/2025 |
| • UWSP Children's Learning Center Station Tour | 11/13/2025 |
| • Caregiver Roadmap Resource Event Lincoln Center | 11/18/2025 |
| • Explorer Meeting | 11/19/2025 |
| • Scouting Pack 298 Station Tour First Aid, CPR | 11/24/2025 |
| • Community Care Center Station Tour | 11/25/2025 |

**Police & Fire Commission
Fire Chief's Report – December 2025**

57 Members Approved

55 Positions Funded

50 Positions Staffed

Significant Events

- | | |
|--|------------|
| • 2300 Michigan Ave Structure Fire (City) | 12/02/2025 |
| • 3104 Town Line Road Structure Fire (Rudolph) | 12/15/2025 |
| • 3808 Robert Street Structure Fire (City) | 12/30/2025 |
| • Department Awards | |

Monthly Training

- | | |
|--------------------------------------|------------------------|
| • Ice Water Rescue | • Down Firefighter/RIC |
| • New Fire Reporting | • New Recruit Phase II |
| • Equipment cleaning/Familiarization | • Chimney Fires |
| • Ropes Rappelling, Haul Systems | • Seizures |

STEVENS POINT
1701 FRANKLIN STREET
715-344-1833



FIRE DEPARTMENT
STEVENS POINT, WI 54481
FAX: 715-346-1599

Jb D. MOODY
FIRE CHIEF

- Imagetrend Artificial Intelligence
- Dr Sinclair Cardiology/Hypothermia

Public Activities:

- | | |
|---|------------|
| • Shop with a Hero (Fleet Farm) | 12/03/2025 |
| • Red Kettle Public Safety Challenge | 12/06/2025 |
| • St. Paul Lutheran Career Exploration | 12/10/2025 |
| • Park Ridge Santa Visit | 12/11/2025 |
| • WIAA Hands-only CPR and First Aid | 12/11/2025 |
| • New Flag Strongs Station 2 Historical Society | 12/16/2025 |
| • Smoke Detector Install | 12/16/2025 |
| • ADRC Serve Lunch | 12/17/2025 |

Fire Runs October-December:

23 Park Ridge Drive	Cancelled enroute (Car Vs. Motorcycle)	10/17/2025
516 Fieldcrest Avenue	EMS Assist	11/28/2025
403 Sunrise Avenue	Hazmat investigation nothing found	12/15/2025

Stevens Point Fire Department
1701 Franklin St.
Stevens Point, WI 54481
(715) 344-1833



January 29, 2026

Attn: Village Clerk
Village of Park Ridge
24 Crestwood Drive
Park Ridge, WI 54481-4301

Property Information:
Village of Park Ridge
24 Crestwood Drive
Park Ridge, WI 54481-4301

Re: Initial Annual Fire Inspection on January 29 2026

Hello,

Your business or property was recently inspected by the Stevens Point Fire Department for Fire Code Violations. **No violations were noted at your property.** If you have questions regarding this report, contact the Stevens Point Fire Marshal or Deputy Fire Marshal at 715-344-1833.

THIS PROPERTY INSPECTION IS NOT A TECHNICALLY EXHAUSTIVE INSPECTION OF THE STRUCTURE, SYSTEMS OR COMPONENTS. This inspection may not reveal all deficiencies. A fire inspection helps to reduce some of the risk to life and property, but it cannot eliminate these risks, nor can the inspection anticipate future events or changes in performance due to changes in use or occupancy. It is recommended that you obtain as much information as is available about this property, including disclosures, previous inspection reports, engineering reports, building/remodeling permits, and reports performed for and by relocation companies, municipal inspection departments, lenders, insurers, and appraisers. You should also attempt to determine whether repairs, renovation, remodeling, additions, or other such activities have taken place at this property. It is not the inspector's responsibility to confirm that information obtained from these sources is complete or accurate or that this inspection is consistent with the opinions expressed in previous or future reports.

Inspector:

A handwritten signature in black ink, appearing to read "Jared Hopfensperger", written over a horizontal line.

Jared Hopfensperger
hopfenspergerj@stevenspoint.com
715-344-1833

Property Representative:

A handwritten signature in black ink, appearing to read "Anne Smith", written over a horizontal line.

Village Clerk

Hillcrest/Greenbriar North project (current project):

- Streetlight in the northeast corner of the Pinecrest/Hillcrest intersection.
- Repair of non- working streetlights on Pinecrest.
- Spring punch list items.

Ridgewood/Greenbriar South protect (future project):

- Currently scheduled for construction in the summer of 2028.
- Status of design contract with MSA. The first draft was submitted by MSA to President Dan Holloway and Jason Schaeffer at WisDOT by email on January 29, 2026. It includes intersection streetlights. It does not include water main. Water main design is expected to be contracted in a separate two-party contract between only the Village and MSA.
- Status of city ordinance pertaining to Village water main construction. It is anticipated to be on the agenda at the next City Common Council meeting on Monday, February 16, 2026 at 7:00pm.

Fw: Village Custodian position changes

From Dan Holloway <dholloway@vi.parkridge.wi.gov>

Date Tue 2/10/2026 9:52 AM

To Clerk <clerk@vi.parkridge.wi.gov>

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Rebecca Lepak <dirt.rebel@hotmail.com>

Sent: Sunday, February 8, 2026 2:08:29 PM

To: Dan Holloway <dholloway@vi.parkridge.wi.gov>

Subject: Re: Village Custodian position changes

I am in agreement with this. I look forward to meeting you.

Rebecca Lepak
Sent from my iPhone

On Feb 5, 2026, at 2:24 PM, Dan Holloway <dholloway@vi.parkridge.wi.gov> wrote:

Rebecca,

In our December Village board meeting we discussed your request for a wage increase. We also discussed the current job duties. The board approved an increase to the Village Custodian wage to \$19.00 per hour. If you are in agreement with this adjusted wage, your new wage will be effective January 1, 2026. We also agreed to review the job duties and revise them to better fit what is needed and currently being performed. We have revised the job duties, and I have attached a revised position description document. Note that snow removal is no longer a duty, and the anticipated hours have been reduced accordingly. Please review this revised job duties document.

Please let me know if you are in agreement with the wage adjustment and the new job description.

Sincerely,
Daniel Holloway
Village of Park Ridge President

<Position - Custodian 12-19-2025.pdf>



PLANNING AND ZONING DEPARTMENT

1462 STRONGS AVENUE, STEVENS POINT, WI 54481 • PHONE: 715-346-1334

To: Portage County Municipalities
From: Tyler Kunze, Water Resource Specialist
Date: January 29, 2026
RE: Draft Text and Mapping Updates to the Portage County Wellhead Protection Ordinance

On January 20, 2026, the Portage County Board voted to refer the Wellhead Protection Ordinance revisions back to Committee, to the Towns for review, and to conduct a public hearing on the ordinance revisions. There was discussion on the County Board floor about the timeline and process of revising the Portage County Wellhead Protection Ordinance. For context, this memo provides a timeline of County Staff and the various Committees who have worked on the Wellhead Ordinance revisions.

- December 5, 2024
 - The Groundwater Citizen Advisory Committee (GCAC) recommended Wellhead Protection Ordinance revisions to Land and Water Conservation Committee and Planning and Zoning Committee.
- Staff recommended waiting to bring the Wellhead Protection Ordinance revisions to the committees until the City of Stevens Point's new well #12 groundwater flow maps were developed.
- July 28, 2025
 - Staff attended the Portage County Towns Association Meeting and presented the GCAC proposed changes to the Wellhead Protection Ordinance and provided handouts of the GCAC proposed new maps to all in attendance.
- October 1, 2025
 - Staff from the City of Stevens Point sent the City Plan Commission agenda packet to County Staff which included the new Stevens Point well #12 groundwater flow maps.
- October 13, 2025
 - A memo was sent to the Towns in Portage County providing them information on the background and history of the Ordinance, proposed amendments, and the upcoming Public Hearing on October 28, 2025. It was noted that the text amendments and new maps would be included in the agenda packet for the Joint Committee Meeting.
- October 28, 2025
 - A Public Hearing was held during the Joint Land and Water Conservation Committee and Planning and Zoning Committee. No comments were received from municipalities by the Planning and Zoning Department.
 - Both the Planning and Zoning Committee and Land and Water Conservation Committee discussed the following amendments and bringing the amended Ordinance back to a Joint Committee.

PLANNING • ZONING AND CODE ADMINISTRATION • LAND AND WATER CONSERVATION

ON-SITE WASTE • GROUNDWATER MANAGEMENT

- Define Bulk Fertilizer and Bulk Pesticide in the Ordinance.
 - Amend 7.2.5(2) to add “Nurseries for ornamental plants, greenhouses” to permitted uses for District B.
- November 19, 2025
- Both the Planning and Zoning Committee and Land and Water Conservation Committee approved the amended Wellhead Protection Ordinance and sent it to the December County Board Meeting with the following amendments.
 - Amended 7.2.5(3)(c) to read: “Any commercial, manufacturing and/or industrial use which requires POWTS”
- November 25, 2025
- At the request of the Planning and Zoning Committee at the November 19, 2025 meeting, a memo, along with approved text amendments and new maps were sent via mail to all municipality clerks notifying them that the Wellhead Protection Ordinance was passed by the Planning and Zoning and Land and Water Conservation Committees with the intention of sending the Ordinance to the December County Board.
- December 11, 2025
- Due to needed formatting updates to the Wellhead Protection Ordinance, a follow-up email was sent to all municipalities notifying them that the Wellhead Protection Ordinance will not be going to the December County Board and will instead be going back to a Joint Land and Water Conservation Committee and Planning and Zoning Committee meeting on January 13, 2026, with the potential to go to the County Board Meeting on January 20, 2026.
- January 13, 2026
- Both the Planning and Zoning Committee and Land and Water Conservation Committee approved the amended Wellhead Protection Ordinance and sent it to the January County Board Meeting with the following additional amendments.
 - Amended 7.2.4(2)(f) to add “the animal density does not exceed three animal units per acre and more than 24 animal units per parcel, and”
 - Amended 7.2.4(1) to include “Agricultural Best Management Practices (BMP) minimizing use of pesticides and fertilizers are strongly encouraged.”
- January 20, 2026
- County Board voted to refer the Wellhead Protection Ordinance revisions back to Committee, to the Towns for review, and to conduct a public hearing on the ordinance revisions.
- January 27, 2026
- Both the Planning and Zoning Committee and Land and Water Conservation Committee rescinded the amendment to 7.2.4(2)(f) made on January 13, 2026 and directed staff to provide the proposed Ordinance language and maps to the Towns and organize a Public Hearing.

Additional Background / History of the Wellhead Protection Ordinance

In 1986 amendments to the federal Safe Drinking Water Act (SWDA) established a nationwide program to protect groundwater used for public water supplies through establishment of state wellhead protection programs. The goal of wellhead protection is for communities to identify and protect the land area that

contributes water to their wells to prevent contamination of their water supply. Wisconsin's wellhead protection program, approved by the U. S. Environmental Protection Agency (EPA) in 1993, is administered by the Wisconsin Department of Natural Resources (DNR).

Under the requirements of section NR 811.16(6), Wisconsin Administrative Code, all new municipal wells installed after May 1, 1992 must have a DNR approved wellhead protection plan (WHP) prior to placing the well into service. The WHP must include the following components:

1. Delineation – This includes direction of groundwater flow, zone of influence, recharge area, and the wellhead protection area.
2. Risk Assessment – This includes an inventory of potential contamination sources.
3. Wellhead Implementation – This includes a management plan, public education plan, water conservation plan, and contingency plan.

A Wellhead Protection Ordinance can be used as a tool by a City or Village to further the WHP by regulating land uses within its municipal borders. Counties or Towns are also able to establish land use controls outside of municipal boundaries for the same protection purposes. The DNR encourages local municipalities, including Counties, to create local ordinances that will help protect local drinking water resources while also supporting the state's wellhead protection efforts and regulations.

In 1988 the idea for a Wellhead Protection Ordinance was included in the adopted Groundwater Management Plan. In 1993 Portage County, along with the municipalities that are served by municipal wells, felt that county-wide and municipal wellhead protection ordinances afforded the best level of protection to drinking water sources that served Portage County residents. The Portage County Wellhead Protection Ordinance was created with the stated purpose to "institute land use regulations and restrictions to protect the municipal water supplies of the Village of Junction City, Plover, Whiting, and the City of Stevens Point and to promote the public health, safety, and general welfare of the residents of Portage County. This ordinance would help approximately 60% of Portage County's 72,139 residents in addition to benefitting those persons living outside the City and Villages which utilize the services provided by schools, churches, restaurants, and places of employment with municipal water supply. While the stated purpose of the Ordinance is to protect municipal well recharge areas; individual private wells in or near the Groundwater Protection Districts also benefit from the land use protections provided by the Ordinance.

Since the Ordinance was adopted in 1993, it has been revised once in 2021. This revision to the Ordinance included mapping amendments to add existing municipal wells which were not covered by the 1993 version of the Ordinance. These new wells at the time of the revision were the new Junction City well, Well #11 in Stevens Point, and all of Amherst's municipal wells. In 2021, the size of the districts was amended, instead of protecting the entire recharge area of the wells in District C, District C now includes the 20-year time of travel area.

Proposed Amendments to Wellhead Protection Ordinance

As a matter of practice, Portage County periodically reviews the language and specifics identified within each of its ordinances to ensure that they are currently reflecting the needs and desires of the County Board and County residents. The proposed amendments to this ordinance will update mapping to include a new municipal well in Stevens Point that is not currently covered by the existing ordinance and to update existing Groundwater Protection Districts based on best available information as well as requests of the Planning and Zoning Committee and Land and Water Conservation Committee.

Map Amendments

There are two proposed changes to the Wellhead Protection Ordinance maps. The main proposed change is reverting the area District C covers back to the entire recharge area for all the municipal wells rather than the 20-year time of travel. The second proposed change is to include Stevens Point's new well #12 in the mapping. These revisions have been unanimously recommended by the Groundwater Citizen Advisory Committee in December 2024. The proposed maps are attached in this packet. They can also be viewed in the Joint Committee between the Planning and Zoning Committee and Land and Water Conservation Committee Agenda Packet for the February 24, 2025, meeting prior to the meeting date.

Text Amendments

Earlier this year, in 2025, GCAC recommended approval of Wellhead Protection Ordinance revisions to revert certain text amendments back to previous permitted or prohibited uses along with reverting the area of District C to encompass the entire recharge area of the municipal wells. These changes are aimed at better achieving the stated purpose of the Wellhead Protection Ordinance. The proposed text amendments are attached in this packet. They can also be viewed in the Joint Committee between the Planning and Zoning Committee and Land and Water Conservation Committee Agenda Packet for the February 24, 2025, meeting prior to the meeting date.

Public Hearing Information

Please review and comment on the proposed amendments to the Portage County Wellhead Protection Ordinance text and maps. Please provide comments in writing to the Portage County Planning and Zoning Committee by mail to the Planning and Zoning Department at 1462 Strongs Avenue, Stevens Point, WI 54481 or my email to kunzet@co.portage.wi.gov by Friday February 20, 2026. Comments may also be made in person or via remote attendance the evening of the public hearing starting at 5pm on February 24, 2026. Please see the agenda and/or public hearing notice for meeting location details and remote attendance options. Materials and information related to this request will be available for viewing prior to the hearing date online at www.co.portage.wi.gov by clicking on the agenda packet for the Joint Planning and Zoning Committee and Land and Water Conservation Committee meeting in the agenda/Minutes Calendar.

If you have any questions or concerns regarding the text and maps, please contact Tyler Kunze at 715-346-1334 or kunzet@co.portage.wi.gov

To be published on February 10, 2026, and February 17, 2026

**NOTICE OF PUBLIC HEARING
PORTAGE COUNTY WELLHEAD PROTECTION ORDINANCE AMENDMENT**

Notice is hereby given that on Tuesday, February 24, 2026, at 5:00 p.m. in Conference Room 5 of the County Annex, 1462 Strongs Avenue, Stevens Point, the Portage County Planning and Zoning Committee will hold a public hearing at which time and place all interested persons may appear and will be given an opportunity to be heard in support of or in opposition to T-2025-001. The proposal will amend the existing Portage County Wellhead Protection Ordinance text and make modifications to the Groundwater Protection District maps.

Materials and information related to this request will be available for viewing prior to the Hearing date online at www.co.portage.wi.gov by clicking on the agenda packet for the Planning and Zoning Committee meeting in the Agendas/Minutes Calendar. All interested persons are invited to attend said hearing and be heard, and accommodations have been made to do so remotely if you prefer. To attend this meeting by telephone dial 1-872-242-7813, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 595 131 207, then press #. To attend this meeting by video, go to www.co.portage.wi.gov and click on the link in the agenda for the Planning and Zoning Committee meeting in the Agendas/Minutes Calendar. If you are unable to attend the hearing, you may submit written comments on agenda items to the Planning and Zoning Department by mail at 1462 Strongs Avenue, Stevens Point, WI 54481, or by e-mail at (kunzet@co.portage.wi.gov). The deadline for sending comments in writing is 2 business days prior to the meeting. Comments will be delivered to supervisors and posted at least 24 hours prior to the start of the meeting.

Dated this 29th day of January 2026.

Tyler Kunze
Water Resource Specialist

Sec. 7.2. Wellhead Protection Ordinance.

7.2.1 Purpose And Authority.

Purpose. The residents of Portage County, whether served by private wells or municipal supplies, depend exclusively on groundwater for a safe drinking water supply. Certain land use practices and activities can seriously threaten or degrade groundwater quality. The purpose of this Wellhead Protection Ordinance is to institute land use regulations and restrictions to protect the municipal water supplies of the Villages of Amherst, Junction City, Plover and Whiting, and the City of Stevens Point, and to promote the public health, safety and general welfare of the residents of Portage County.

Authority. Statutory authority of the County to enact these regulations was established by the Wisconsin Legislature in 1983, Wisconsin Act 410 (effective May 11, 1984), which specifically added groundwater protection to the statutory authorization for municipal planning and zoning to protect public health, safety and welfare. This section is adopted pursuant to the authorization in Wis. Stats. § 59.69.

7.2.2 Application of Regulations.

The regulations specified in this Wellhead Protection Ordinance shall apply to the unincorporated areas of Portage County that lie within the recharge areas for municipal water supply wells as a Groundwater Protection Overlay District and are in addition to the requirements in the underlying zoning district. If there is a conflict between this section and the Zoning Ordinance, the more restrictive provision shall apply.

The Groundwater Protection Overlay District is divided into three districts; District A, District B, and District C. All district boundaries are intended to end or begin at road centerlines, railways, surface water features, or tax parcel lines. The boundaries of the districts are shown upon maps of Portage County, being designated as the "Groundwater Protection Districts for Municipal Recharge Areas in Portage County" as adopted or amended by the County Board.

7.2.3 Definitions.

For the purpose of this section the definitions contained in section 7.1.6(10) are hereby incorporated by reference.

- (1) *Animal confinement facilities* means locations of confinement of livestock at a density exceeding three animal units per acre and more than 100 500 animal units in total.
- (2) *Animal units* means a unit of measure used to determine the total number of single animal types or combination of animal types, as specified in Wis. Admin. Code NR § 243.11, that are at an animal feeding operation.
- (3) *Aquifer* means a saturated, permeable geologic formation that contains and will yield significant quantities of water.
- (4) *Cone of depression* means the area around a municipal well, in which the water level has been lowered at least one tenth of a foot by pumping the well.
- (5) *Bulk Fertilizer* means fertilizer in a container larger than 55 gallons (208 liters), or dry fertilizer in undivided quantities greater than 100 pounds (45 kilograms) as specified in Wis. Admin. Code § ATCP 33.01(7).

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- (6) *Bulk Pesticide* means liquid pesticide in a container larger than 55 gallons (208 liters), or dry pesticide in undivided quantities greater than 100 pounds (45 kilograms) as specified in Wis. Admin. Code § ATPC 33.01(8).
- (75) *Farm plan* means a written document which details the conduct and management of agricultural activities on a farm utilizing best management practices and applicable Federal, State, and local standards based on the potential contamination of groundwater. A farm plan must be approved by the Land and Water Conservation section of the Planning and Zoning Department.
- (86) *Hazardous substances* ~~chemicals are those means chemicals~~ identified as hazardous by CFR 40 Part 302.
- (97) *POWTS* means private On-Site Wastewater Treatment System or POWTS which has the meaning given under Wis. Stats. § 145.01(12).
- (108) *Recharge area* means area in which water reaches the zone of saturation by surface infiltration and encompasses all areas or features that supply groundwater recharge to a well.
- (119) *Ten-year time of travel (TOT)* means the Ten-Year TOT is the recharge area upgradient of the cone of depression, the outer boundary of which it is determined or estimated that groundwater will take ten years to reach a pumping well.
- (120) *Toxic* means when ingested or absorbed, is harmful or fatal to living organisms.
- ~~(11) *Twenty-year time of travel (TOT)* means the Twenty-Year TOT is the recharge area upgradient of the cone of depression, the outer boundary of which is determined or estimated that groundwater will take 20 years to reach a pumping well.~~
- (13) *Unconfined manure pile* means as defined in Wis. Admin. Code § NR 151.015(22), a quantity of manure that is at least 175 cubic feet in volume and which covers the ground surface to a depth of at least 2 inches and is not confined within a manure storage facility, livestock housing facility or barnyard runoff control facility or covered or contained in a manner that prevents storm water access and direct runoff to surface water or leaching of pollutants to groundwater.
- (142) *Wellfield* means a piece of land used primarily for the purpose of locating wells to supply a municipal water system.

7.2.4 Groundwater Protection Overlay District A.

- (1) *Intent.* District A of the groundwater protection overlay district is the area of land within the cone of depression as shown on the groundwater protection overlay district maps. These lands are subject to the most stringent land use and development restrictions because of close proximity to the wells and therefore greatest threat of contamination. **Agricultural Best Management Practices (BMP) minimizing use of pesticides and fertilizers are strongly encouraged.**
- (2) *Permitted Uses.* The following uses are permitted uses within Groundwater Protection Overlay District A, provided that such uses are subject to minimum separation distances of Wis. Admin. Code ch. NR 811.12(5)(d). Uses not listed here or in section 7.2.4(3) are considered prohibited uses unless a determination of similarity to a permitted or special exception use (based on potential for groundwater contamination) is made by the Zoning Administrator.
- (a) Parks and playgrounds, provided there are no POWTS dispersal components or fuel storage tank facilities.
 - (b) Wildlife areas, natural and woodland areas.
 - (c) Nonmotorized trails, such as biking, skiing, nature and fitness trails.

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- (d) Sewered residential developments subject to conditions in Section 7.2.5(3).
 - (e) Unsewered (single family) residential development only on existing lots of record on the effective date of this section and subject to the conditions in section 7.2.5(3).
 - (f) Agricultural activities, except those listed as prohibited, **provided there are no unconfined manure piles, and the farm complies with nutrient and waste management standards Natural Resource Conservation Service (NRCS) Code 590. subject to conditions in section 7.2.5(3).**
 - (g) Above ground liquid propane tanks, 1,000 gallons or less, accessory to a permitted or special exception use.
- (3) *Special Exceptions.* The following uses may be allowed as special exceptions within Groundwater Protection Overlay District A, provided that such uses are subject to minimum separation distances of Wis. Admin. Code ~~ch. S~~ **NR 811.12(5)(d)**.
- (a) Commercial uses served by municipal sanitary sewer except those listed as prohibited in section 7.2.4(4) and subject to conditions in section 7.2.5(3).
- (4) *Prohibited Uses.* The following uses are prohibited uses within the Groundwater Protection Overlay District A. These uses are prohibited based on the high probability that the activities routinely associated with these uses (storage, use, and handling of potential pollutants) will cause groundwater contamination.
- (a) Above or below ground hydrocarbon, petroleum, or hazardous **substances chemicals** bulk storage tanks.
 - (b) Animal confinement facilities.
 - (c) Any manufacturing or industrial use;
 - (d) Any commercial use where hazardous **substances chemicals** are an integral part of such use including but not limited to:
 - 1. Bulk fertilizer and/or pesticide facilities;
 - 2. Dry cleaning businesses;
 - 3. Electroplating facilities;
 - 4. Exterminating businesses;
 - 5. Gas stations;
 - 6. Paint and coating manufacturing;
 - 7. Printing and duplicating businesses;
 - 8. Radioactive or toxic materials storage and waste facilities;
 - (e) Asphalt and concrete products manufacturing.
 - (f) Automobile, truck, agricultural implement and equipment, municipal, small engine and other vehicle repair of a commercial nature.
 - (g) Bus or truck terminals.
 - (h) Cemeteries.
 - (i) Junk yards or auto salvage yards.
 - (j) Landfills or waste disposal facilities.
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- (k) Nonmetallic mining.
 - (l) Manure and animal waste storage facilities.
 - (m) Recycling facilities.
 - (n) Salt or deicing material storage.
 - (o) Septage and/or sewage sludge spreading.
 - (p) Slaughterhouses.
 - (q) Spray wastewater facilities.
 - (r) Wastewater treatment or disposal facilities that are commercial, industrial, or municipal.

7.2.5 Groundwater Protection Overlay District B.

- (1) *Intent.* District B of the groundwater protection overlay district is the area of land which contributes water to the municipal well starting at the line which delineates the cone of depression and ends at the line delineating the ten year time of travel. Land use regulations within Groundwater Protection Overlay District B are less restrictive than in Overlay District A because of longer flow times and a greater potential for remediation, dilution and attenuation. Agricultural Best Management Practices (BMP) minimizing use of pesticides and fertilizers are strongly encouraged.
- (2) *Permitted Uses.* The following uses are permitted within Groundwater Protection Overlay District B, provided that such uses are subject to minimum separation distances of Wis. Admin. Code ~~§ ch.~~ NR 811.12(5)(d). Uses not listed here or in section 7.2.5(4) are considered prohibited uses unless a determination of similarity to a permitted or special exception use (based on potential for groundwater contamination) is made by the Zoning Administrator.
 - (a) All uses listed as permitted uses in Groundwater Protection Overlay District A.
 - (b) Commercial, manufacturing and/or industrial uses served by municipal sanitary sewer, except those listed as prohibited uses.
 - (c) Unsewered (one and two family ~~single-family~~) residential uses, subject to the conditions in section 7.2.5(3).
 - (d) Nurseries for ornamental plants, greenhouses
- (3) *Design And Performance Standards.* The following standards and requirements shall apply to all uses permitted within Groundwater Protection Overlay District B.
 - (a) Minimum lot size for unsewered uses shall be two acres. Lot sizes less than two acres may be allowed for any one of the following:
 - 1. Existing lots of record on the effective date of this section;
 - 2. ~~Developments which will be served by municipal sewer within five years of the approval of the development;~~
 - 23. Developments utilizing the "Open Space Design Option" of the "Portage County Subdivision Ordinance";

Only lots zoned Single Family Residence, One and Two Family Residence, and Waterfront Residence Districts as listed in section 7.1 Portage County Ordinances can be smaller than two acres. The number of units allowed shall be based on a net density calculation using a

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- conventional subdivision design as a two acre subdivision but provided that an overall density of one unit per two acres is not exceeded.
- (b) Nitrogen applications on manicured lawn or grass may not exceed rates described in UW Extension publication A2303.
 - (c) Natural vegetative covers, not requiring the use of pesticides or fertilizers after initial establishment are encouraged as an alternative to manicured lawn or grass.
 - (d) All petroleum product storage tanks shall provide leak proof containment not less than 125 percent of the tank volume, except basement heating fuel storage tanks.
 - (e) All storm drainage from commercial and industrial sites shall be retained on site or discharged to a municipally operated storm drain. If retained on site, storm water shall be discharged to settling ponds where it will percolate through at least six inches of topsoil with vegetation. Use of drywells or other subsurface drains for storm water drainage is prohibited.
 - (f) Pesticide and fertilizer storage is permitted at the location of retail sales of these products, provided that the products are delivered in retail quantity containers and no repackaging and/or mixing is done on site.
 - (g) Pesticide and fertilizer storage is permitted for on farm use by the owner or farm operator.
 - (h) Bulk liquid pesticide/fertilizer storage containers exceeding 55 gallons are permitted providing the containers are located within a leakproof containment area not less than 125 percent of the volume of the largest container. ICC approved transport containers do not require containment.
 - (i) Salt storage must conform to standards in Wis. Admin. Code ch. Trans. 277.
 - (j) Fertilizer and animal waste shall not be applied at rates which exceed the nutrient requirements of the crops grown on the applicant site as listed in the University of Wisconsin Extension publication A2809, Nutrient Application Guidelines for field, vegetable, and fruit crops in Wisconsin.
 - (k) Conduct and management of agricultural activities shall be subject to a farm plan (based on the potential for groundwater contamination) utilizing best management practices and applicable federal, state, and local standards to be approved by the land and water conservation section.
- (4) *Special Exceptions.* The following uses may be allowed as special exceptions within Groundwater Protection Overlay District B, provided that such uses are subject to minimum separation distances of Wis. Admin. Code ~~ch. §~~ NR 811.12(5)(d).
- (a) ~~Pesticide and f~~Fertilizer storage and use associated with retail sales outlets;
 - (b) Cemeteries;
 - (c) Salt and deicing storage, including sand/salt combinations;
 - (d) Recycling facilities;
 - (e) Animal confinement facilities which comply with nutrient and waste management standards of Natural Resource Conservation Service (NRCS) Code 590;
 - ~~(e) —Bus or truck terminals;~~
 - (f) Commercial uses which do not require municipal sanitary sewer or POWTS including, but not limited to, mini-warehousing;
 - ~~(g) —Gas Stations.~~
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- (5) *Prohibited Uses.* The following uses are prohibited uses within Groundwater Protection Overlay District B except as provided in sections 7.2.5(3) or 7.2.5(4). These uses are prohibited based on the high probability that activities routinely associated with these uses (storage, use, and handling of potential pollutants) will cause groundwater contamination.
- (a) Below ground hydrocarbon, petroleum, or hazardous ~~substances chemicals~~ bulk storage tank;
 - (b) Animal confinement facilities ~~which do not comply with nutrient and waste management standards of Natural Resource Conservation Service (NRCS) Code 590;~~
 - (c) Any ~~unsewered~~ commercial, manufacturing and/or industrial use ~~which requires POWTS;~~
 - (d) Any commercial, manufacturing, or industrial use where hazardous ~~substances chemicals~~ are an integral part of such use including but not limited to:
 - 1. Bulk fertilizer and/or pesticide facilities;
 - 2. Dry cleaning businesses;
 - 3. Electroplating facilities;
 - 4. Exterminating businesses;
 - 5. ~~Gas Stations~~
 - 65. Paint and coating manufacturing;
 - 76. Printing and duplicating businesses;
 - 87. Radioactive or toxic materials storage and waste facilities;
 - (e) Asphalt and concrete products manufacturing;
 - (f) Automobile, truck, agricultural implement and equipment, municipal, small engine, and other vehicle repair of a commercial nature;
 - (g) ~~Bus and truck terminals~~
 - (hg) Junk yards or auto salvage yards;
 - (ih) Landfills or waste disposal facilities;
 - (ji) Nonmetallic mining;
 - (kj) Septage and/or Sewage sludge spreading;
 - (lk) Slaughterhouses;
 - (ml) Spray wastewater facilities;
 - (nm) Wastewater treatment or disposal facilities that are commercial, industrial, or municipal.

7.2.6 Groundwater Protection Overlay District C.

- (1) *Intent.* District C of the groundwater protection overlay district is the area of land which contributes water to the municipal well starting at the line which delineates the ten-year time of travel and ends at the line delineating the ~~20-year time of travel~~ **entire recharge area of the well**. Management measures in this District are the least restrictive of the recharge districts. Agricultural Best Management Practices (BMP) minimizing use of pesticides and fertilizers are strongly encouraged.
- (2) *Permitted Uses.* The following uses are permitted within Groundwater Protection Overlay District C, provided that such uses are subject to minimum separation distances of Wis. Admin. Code ~~§ ch.~~ NR

8.11.12(5)(d). Uses not listed here or in section 7.2.6(3) are considered prohibited uses unless a determination of similarity to a permitted or special exception use (based on potential for groundwater contamination) is made by the Zoning Administrator.

- (a) All uses permitted in Groundwater Protection Overlay Districts A and B.
 - (b) Salt and deicing storage, including sand salt combinations.
 - (c) Aboveground hydrocarbon and petroleum product storage tanks accessory to a permitted use or special exception use.
 - (d) Unsewered residential uses, subject to the conditions in section 7.2.5(3).
- (3) *Special Exceptions.* The following uses may be allowed as special exceptions within Groundwater Protection Overlay District C, provided that such uses are subject to minimum separation distances of Wis. Admin. Code ~~§ 44~~ NR 811.12(5)(d).
- (a) Below ground hydrocarbon, petroleum, or hazardous ~~substances chemicals~~-bulk storage tank;
 - (b) Animal confinement facilities ~~which comply with nutrient and waste management standards of Natural Resource Conservation Service (NRCS) Code 590;~~
 - (c) Any unsewered commercial, manufacturing and/or industrial use;
 - (d) Any commercial, manufacturing, or industrial use where hazardous ~~substances chemicals~~ are an integral part of such use including but not limited to:
 - 1. Bulk fertilizer and/or pesticide facilities;
 - 2. Dry cleaning businesses;
 - 3. Electroplating facilities;
 - 4. Exterminating businesses;
 - 5. Gas stations;
 - 6. Paint and coating manufacturing;
 - 7. Printing and duplicating businesses.
 - (e) Asphalt and concrete products manufacturing;
 - (f) Automobile, truck, agricultural implement and equipment, municipal, small engine and other vehicle repair of a commercial nature;
 - (g) Bus or truck terminals;
 - (h) Cemeteries;
 - (i) Junk yards or auto salvage yards;
 - (j) Landfills or waste disposal facilities;
 - (k) Nonmetallic mining;
 - (l) Recycling facilities;
 - (m) Septage and/or sewage sludge spreading;
 - (n) Slaughterhouses;
 - (o) Spray wastewater facilities;

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- (p) Wastewater treatment or disposal facilities that are commercial, industrial, or municipal.
- (4) *Design And Performance Standards.* The following standards and requirements shall apply to all uses permitted within Groundwater Protection Overlay District C.
- (a) Pesticide and fertilizer storage is permitted at the location of retail sales of these products, provided that the products are delivered in retail quantity containers and no repackaging and/or mixing is done on site.
 - (b) Bulk liquid pesticide/fertilizer storage containers exceeding 55 gallons are permitted providing the containers are located within a leak proof containment area not less than 125 percent of the volume of the largest container. ICC approved transport containers do not require containment.
 - (c) All storm drainage from commercial and industrial sites shall be retained on site or discharged to a municipally operated storm drain. If retained on site, storm water shall be discharged to settling ponds where it will percolate through at least six inches of topsoil with vegetation. Use of drywells or other subsurface drains for stormwater drainage is prohibited.
 - (d) Hazardous/toxic materials storage and use. Site plan review required, including description of all materials, operational practices to prevent groundwater contamination, contingency plan for accidental discharges, and a proposed disposal plan for anticipated wastes.
 - (e) Salt storage must conform to standards in Wis. Admin. Code ch. Trans. 277.
 - (f) Minimum lot size for unsewered lots shall be two acres, except as provided in section 7.2.5(3)(a).
 - (g) Fertilizer, animal waste, septage, and sewage sludge shall not be applied at rates which exceed the nutrient requirements of the crops grown on the application site as listed in the University of Wisconsin Extension publication A2809, Nutrient Application Guidelines for Field, Vegetable, and Fruit Crops in Wisconsin.
 - (h) Pesticide and fertilizer storage is permitted for on-farm use by the owner or operator.
 - (i) Conduct and management of agricultural activities shall be subject to a farm plan (based on the potential for groundwater contamination) utilizing best management practices and applicable federal, state, and local standards to be approved by the land and water conservation section.
- (5) *Prohibited Uses.* The following uses are prohibited in this district:
- (a) Hazardous/toxic waste facilities;
 - (b) Radioactive waste facilities.

7.2.7 Administration.

- (1) *Determinations.* The boundaries of the Groundwater Protection Overlay Districts shall be as shown on the maps titled Groundwater Protection Districts for Municipal Recharge Areas in Portage County, as adopted or amended by the County Board. Boundary determinations for specific properties shall be made by the Zoning Administrator.
- (2) *Variances, Special Exceptions and Administrative Appeals.* Variances, special exceptions and administrative appeals shall be made to the Board of Adjustment as provided in section 7.1.6(5) Portage County Ordinance.
- (3) *Changes And Amendments.* The Board of Supervisors of Portage County may from time to time amend, supplement or change by Ordinance the boundaries of Districts or regulations herein as provided in section 7.1.6(7) Portage County Ordinance.

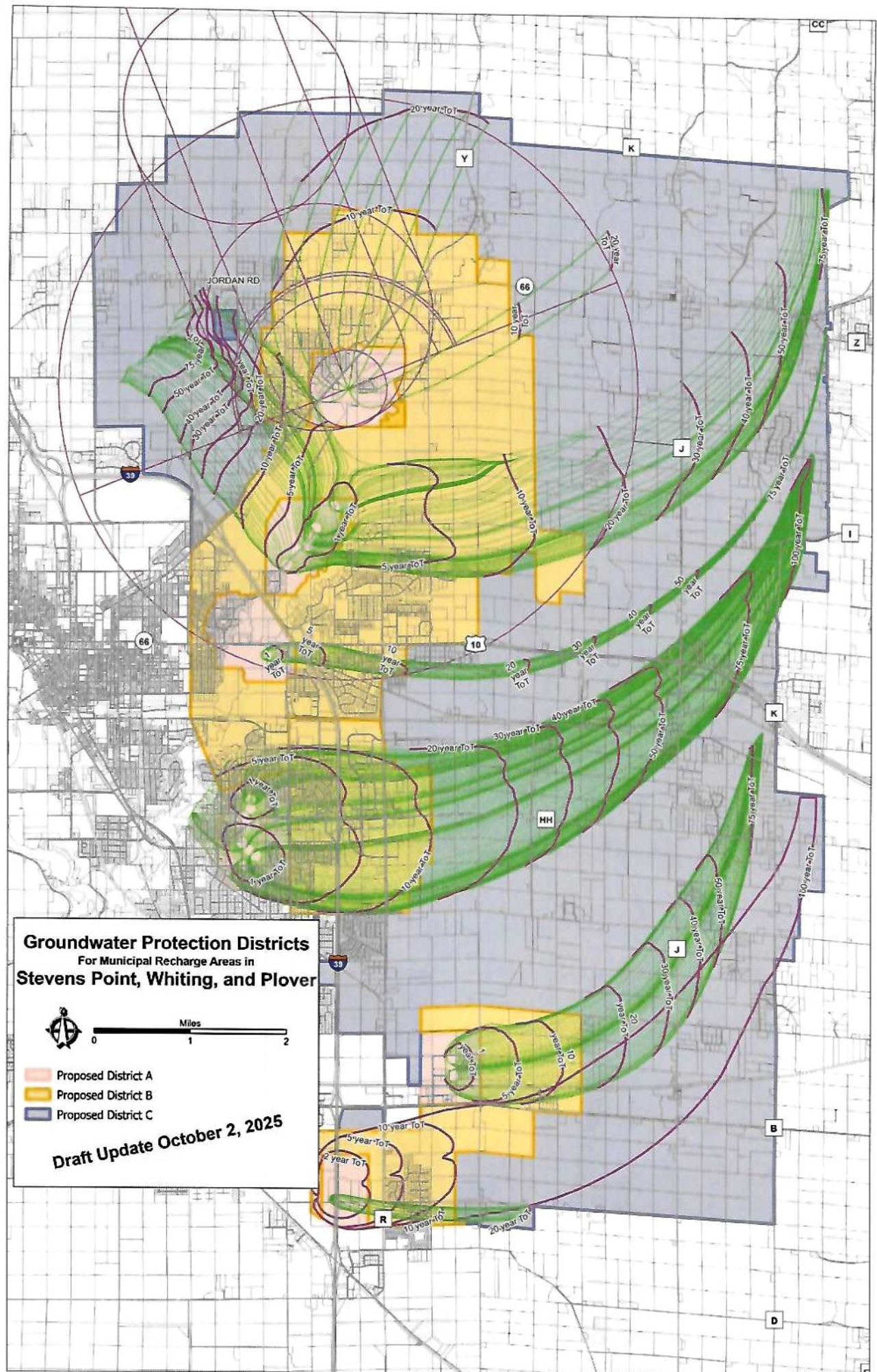
(4) *Nonconforming Uses And Structures.*

Structures or uses of premises, which existed lawfully at the time of enactment of this section, shall be regulated as provided in section 7.1.6(1)(a)6.

Any use listed as a prohibited use within a Groundwater Protection Overlay District on the effective date of this Ordinance will be allowed to upgrade the facilities to facilitate or enhance groundwater protection. Plans for the proposed upgrade must be approved, and the appropriate permit issued by the Planning and Zoning Department, prior to any work being initiated.

(5) *Enforcement And Penalties.* The provisions of this section shall be enforced as provided in section 7.1.6(8) Portage County Ordinance.

(6) *Severability.* If any portion of this section is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this section shall not be affected thereby.



Groundwater Protection District
For Municipal Recharge Areas in the
Village of Amherst

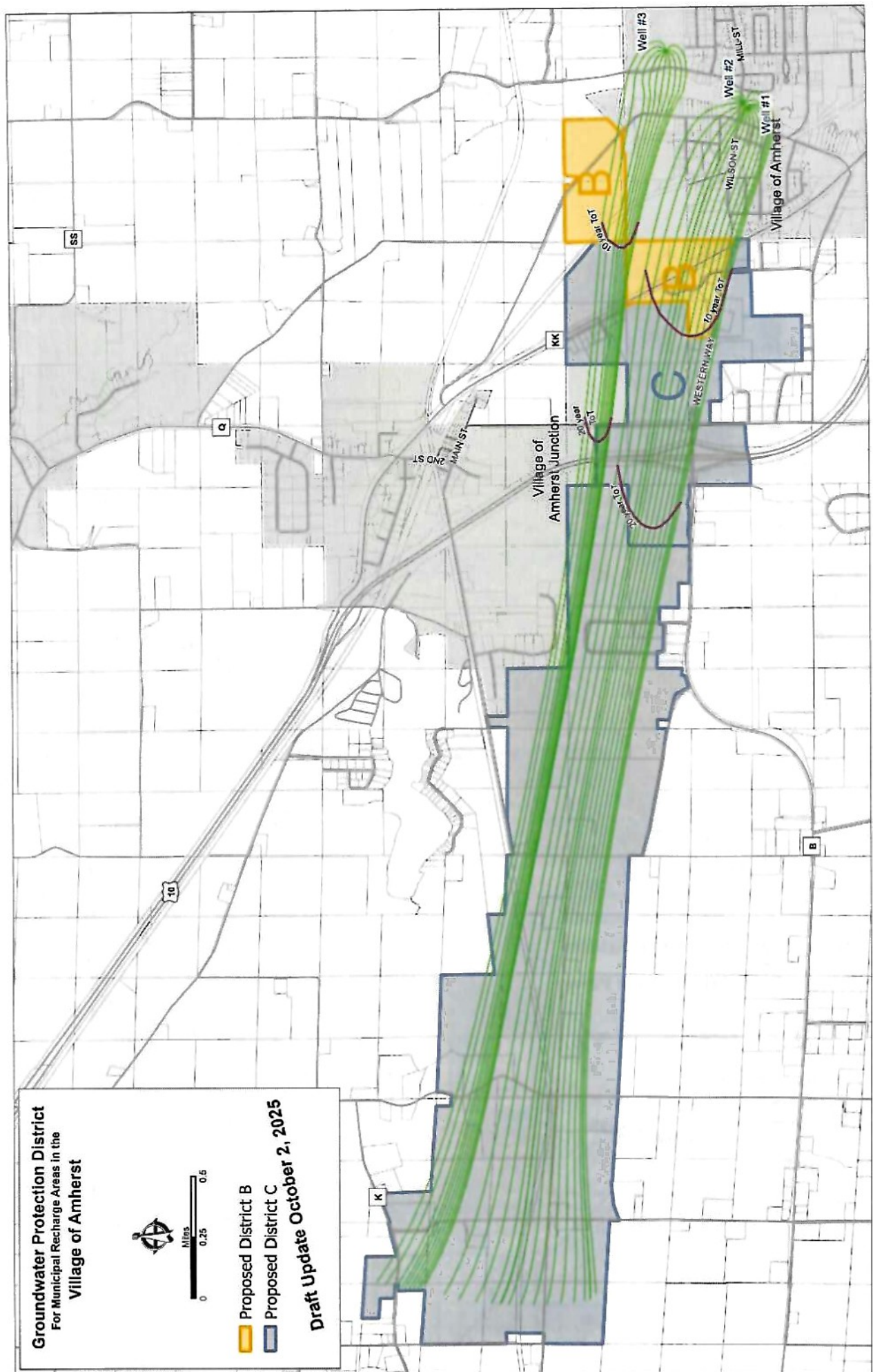


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Proposed District B

Proposed District C

Draft Update October 2, 2025



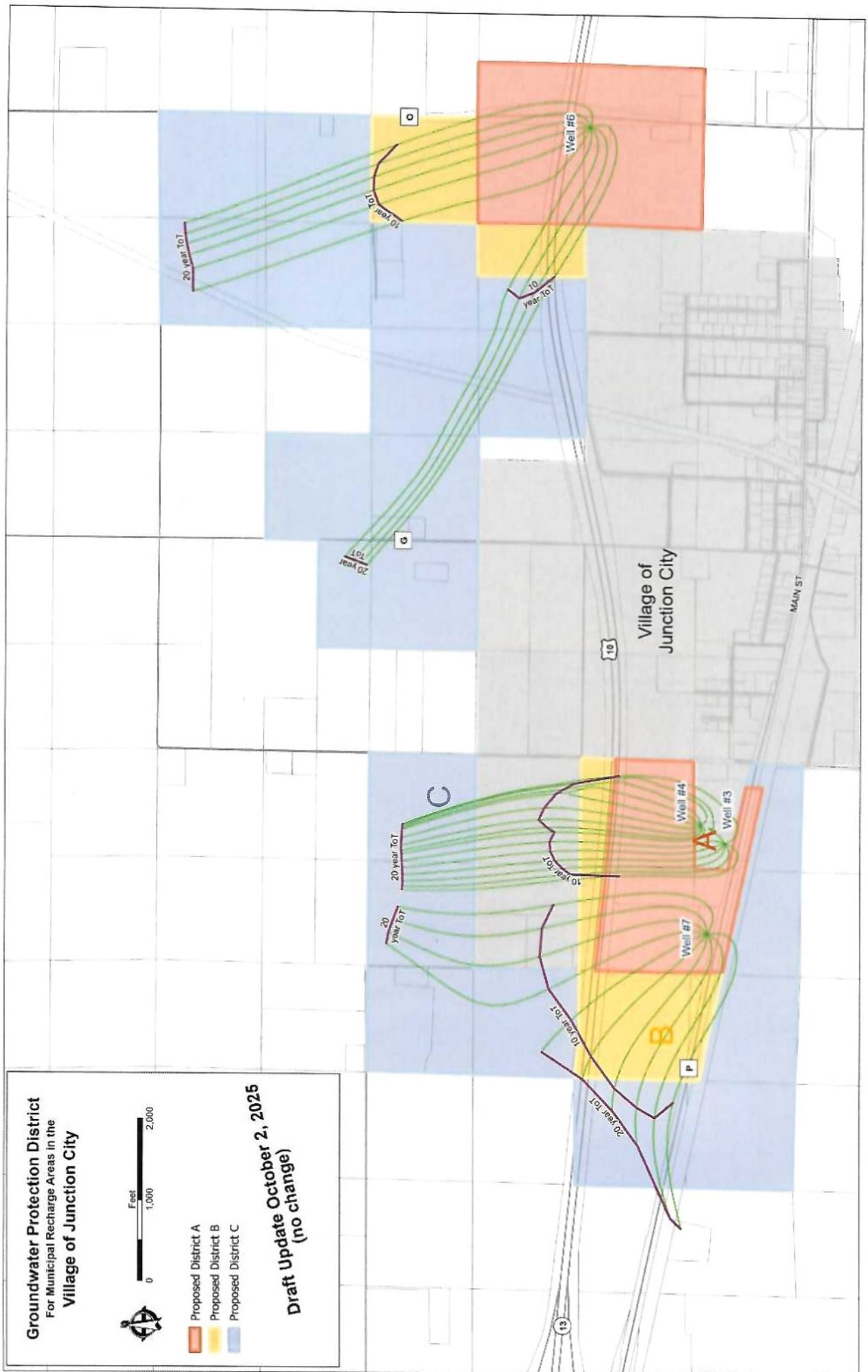
Groundwater Protection District
For Municipal Recharge Areas in the
Village of Junction City



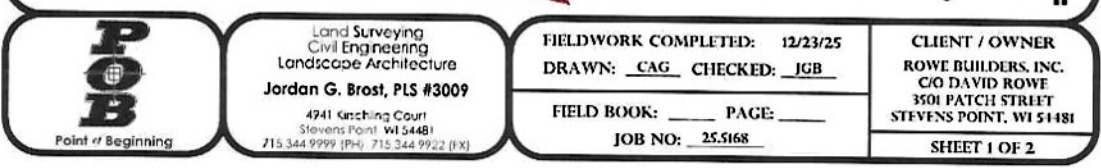
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- Proposed District A
- Proposed District B
- Proposed District C

Draft Update October 2, 2025
(no change)



BEING ALL OF LOT 4 OF FRANCESCO ESTATES AS
RECORDED IN DOCUMENT NO. 844287, LOCATED IN
PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4
OF SECTION 34, TOWNSHIP 24 NORTH, RANGE 8 EAST,
VILLAGE OF PARK RIDGE, PORTAGE COUNTY, WISCONSIN.



CERTIFIED SURVEY MAP

BEING ALL OF LOT 4 OF FRANCESCO ESTATES AS
RECORDED IN DOCUMENT NO. 844287, LOCATED IN
PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4
OF SECTION 34, TOWNSHIP 24 NORTH, RANGE 8 EAST,
VILLAGE OF PARK RIDGE, PORTAGE COUNTY, WISCONSIN.

Surveyor's Certificate

I, Jordan G. Brost, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped all of Lot 4 of Francesco Estates as recorded in Document No. 844287, located in part of the Northwest 1/4 of the Northwest 1/4 of Section 34, Township 24 North, Range 8 East, Village of Park Ridge, Portage County, Wisconsin.

That I have made such survey, land division and plat by the direction of David Rowe of Rowe Builders, Inc.
That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.
That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes and the Subdivision Ordinance of the Village of Park Ridge in surveying, dividing and mapping the same.

Dated this _____ day of _____, 2026.

Jordan G. Brost
PLS No. S-3009



Village Board Approval Certificate

Resolved, that this Certified Survey Map for Rowe Builders, Inc. in the Village of Park Ridge, is hereby approved by the Village Board.

Approved this _____ day of _____, 2026.

Village President or Designee (Signature) _____ Printed Name _____ Date _____

Village Clerk (Signature) _____ Printed Name _____ Date _____

CURVE DATA TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	50.00'	121.47'	93.73'	S 69°30'13" E	139°11'35"
C2	50.00'	47.11'	45.39'	S 26°53'53" E	53°58'55"
C3	50.00'	74.36'	67.69'	N 83°30'20" E	85°12'40"



Point of Beginning

Land Surveying
Civil Engineering
Landscape Architecture
Jordan G. Brost, PLS #3009
4741 Birchling Court
Stevens Point, WI 54481
715.344.9999 (PH) / 715.344.9922 (FX)

FIELDWORK COMPLETED: 12/23/25
DRAWN: CAG CHECKED: JCB

FIELD BOOK: _____ PAGE: _____
JOB NO: 25.5168

CLIENT / OWNER
ROWE BUILDERS, INC.
C/O DAVID ROWE
3501 PATCH STREET
STEVENS POINT, WI 54481

SHEET 2 OF 2