

**VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
June 15, 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, Kristin Paulson, Dan McFarlane, Joe Thompson, and President Dan Holloway were present. Clerk Anne Arndt and Treasurer Meissa Clark were also present.

Others attending: Tori Jennings, Kay Schultz, and Tom Turchi, MSA. Michael Miller attended via Zoom.

AGENDA ITEM # 1 - APPROVAL OF THE JUNE AGENDA: Motion Renfert, second by Thompson to approve the agenda as printed. Motion carried 5/0.

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: There were no public comments on non-agenda items.

AGENDA ITEM # 4 – REVIEW AND APPROVE MINUTES FROM MAY 18, 2026: Motion Renfert, second McFarlane to approve minutes of the May 18, 2026 meeting. Motion carried 5/0.

AGENDA ITEM # 5 – REVIEW AND APPROVE MAY TREASURER’S REPORT: Motion Thompson, second McFarlane to approve the May treasurer’s report. Motion carried 5/0.

AGENDA ITEM # 6 – REVIEW AND APPROVE MAY/JUNE BILLS/PAYMENTS: Motion Holloway, second McFarlane to approve May/June bills/payments. Motion carried 5/0.

AGENDA ITEM # 7 – CONSIDER ADOPTION OF PORTAGE COUNTY SAFE STREETS FOR ALL SAFETY ACTION PLAN: The Village can prioritize items on the plan. A Transportation Alternatives Program (TAP) grant is available every few years and could be applied for. Motion McFarlane, second Thompson to adopt the plan. Motion carried 5/0. (Note: the full plan is available for viewing at the Village Hall.)

AGENDA ITEM # 8 – CONSIDER “WILD” TYPE LAWN REQUEST: A new resident contacted President Holloway about lawn requirements. There are a number of properties that don’t have mowed lawns where the nuisance ordinance would apply. The City encourages wildflowers or wood lots. The Village ordinance would need to be revised to allow managed natural landscapes. Residents could submit a written plan for their managed property to the Village.

AGENDA ITEM # 9 – REVIEW AND APPROVE TOBACCO, ALCOHOL AND BARTENDER LICENSES: Motion Renfert, second Holloway to approve all liquor license and tobacco applications for July 1, 2026 through June 30, 2027, and bartender licenses. Motion carried 5/0.

AGENDA ITEM # 10 – HILLCREST/GREENBRIAR PROJECT UPDATE: Dan Holloway and Tom Turchi (MSA) conducted a site walk this evening to re-inspect the punch list items previously submitted to A1 Excavating. Several items, including water valves and sanitary sewer manholes, require review by the City of Stevens Point. It is anticipated that this inspection will be completed within the next one

to two days, after which a final determination of completion or outstanding items will be issued to A1 Excavating, allowing the project to move toward closeout.

During the inspection, it was observed that properties where residents have been consistently watering and mowing are showing strong grass establishment. Conversely, areas that have not been maintained are experiencing increased weed growth. A1 Excavating has completed their contractual work and has re-hydroseeded bare areas as needed. At this stage, ongoing maintenance and turf establishment are the responsibility of the residents. Dan Holloway also discussed the potential hiring of a landscaping contractor to apply additional fertilizer in terrace areas outside the scope of the current contract. This approach is intended to promote grass growth and help reduce weed presence. He indicated that utilizing a specialized landscaper would provide greater control over the work and could be more cost-effective for the Village.

The team also discussed the street lighting issues on Pinecrest and Sunset Avenues. Based on Van Ert Electric's assessment, the failures are likely due to underground breaks in the existing direct-buried electrical system, as opposed to a conduit system. Van Ert has provided a proposal of approximately \$3,500 to locate and excavate potential fault areas, as well as an additional \$600 to remove the existing pole that feeds the former system. Dan Holloway is coordinating with Van Ert to explore options for assisting the Village in identifying and repairing these underground breaks to restore lighting service.

Finally, traffic calming measures were discussed. Dan Holloway requested additional information from Tom Turchi (MSA) regarding the use of stop signs and speed humps. Tom provided guidance based on Institute of Transportation Engineers (ITE) criteria, emphasizing appropriate stop sign placement and noting that stop signs are not recommended for speed reduction. Regarding speed humps, Tom referenced the previously prepared memo and draft ordinance proposing a reduction of speed limits to 20 mph (20 is plenty) on the majority of the Village streets. He recommended implementing the reduced speed limits and updated signage first to evaluate effectiveness before considering the purchase and installation of speed humps. It was also noted that temporary speed humps require staking, which can result in damage to roadway surfaces.

AGENDA ITEM # 11 – RIDGEWOOD/GREENBRIAR ROAD PROJECT: Tom Turchi (MSA) reported that survey work for the Ridgewood and Greenbriar Road project is currently underway. Topographic data has been collected; however, additional fieldwork and analysis remain in progress.

Dan Holloway discussed the draft design guidance letter provided to MSA, which is intended to be incorporated into the next Professional Services Agreement (PSA) associated with the project currently planned for 2028. He noted that MSA has incorporated communication-related feedback into the revised PSA and will present it to the Trustees when it is brought forward for review and approval.

Dan Holloway provided an update on the City of Stevens Point's ordinance review and revision process, particularly as it relates to the consolidation agreement with the Village. Based on discussions to date, he indicated that the current elected officials in Stevens Point may be receptive to modifications that could be favorable to the Village.

AGENDA ITEM # 12 – STREET MAINTENANCE: President Holloway presented bids for proposed street maintenance. Fahrner Asphalt Sealers: chip seal \$20,231; Linwood route and seal \$8,470; Odessa and Angelo \$5,000+ totaling \$33,701. Zblewski Brothers: black top cut out and replace \$11,382; Linwood shoulder gravel \$1,500+ totaling \$12,882. Holloway will contact American Asphalt

to discuss a quote to do Sunset north. Motion Thompson, second Renfert to approve the quotes from Fahrner, Zblewski and American Asphalt, providing the grand total of all work is less than \$60,000. Roll Call vote: Renfert – yes; Paulson – yes; Holloway – yes; Thompson – yes; McFarlane – yes. Motion carried 5/0.

AGENDA ITEM # 13 – ORDINANCE VIOLATIONS: Letters were sent to residents with firewood, junk vehicles, etc. improperly located on the property. Most have complied with the requests.

AGENDA ITEM # 14 – REVIEW AND ADOPT ORDINANCE 1.30 BOARD OF REVIEW: Holloway reviewed the proposed revisions. Motion Thompson, second McFarlane to approve and adopt Ordinance 1.30 Board of Review with the amendment of “That the Board of Review of the Village of Park Ridge shall consist of the Village President and one (1) Trustee” and “the Village Clerk will attend as a non-Board of Review member, to take notes”. Motion carried 4/1, with Renfert voting no.

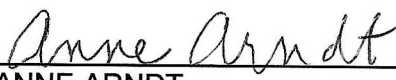
AGENDA ITEM # 15 – REVIEW AND ADOPT NEW BURN ORDINANCE 5.14: Section 4 has been revised with the assistance of the City Fire Marshal. A burn permit will need to be developed. Motion Holloway, second Paulson to adopt Ordinance 5.14 as revised. Motion carried 5/0. The ordinance will be posted on the Village website and Facebook.

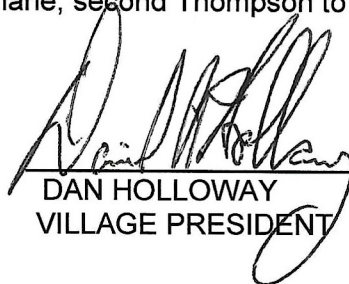
AGENDA ITEM # 16: GROUNDWATER ADVISORY BOARD COMMITTEE REPLACEMENT: McFarlane reached out to a resident but that person declined. He will stay on the committee until a replacement has been located.

AGENDA ITEM # 17: CLERK TIME OFF AND COVERAGE: Clerk Arndt reported she will be out of the office July 13-16 and return to work July 21. Shanna Behrend will be checking the mail for any returned absentee ballots and entering them in WisVote. She will also attend the July 20th Board meeting to take minutes. Early in-person voting in the Village will be August 3-6 (a notice will be posted on the website) due to the County Clerk’s deadline to post the Class E notice.

AGENDA ITEM # 18: SET DATE AND TIME FOR NEXT BOARD MEETING: July 20 at 5:30 p.m.

AGENDA ITEM # 19 - ADJOURN: Motion McFarlane, second Thompson to adjourn at 8:10 P.M.


ANNE ARNDT
VILLAGE CLERK


DAN HOLLOWAY
VILLAGE PRESIDENT