VILLAGE OF PARK RIDGE
BOARD MEETING MINUTES
September 14, 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, and President Dan Holloway were present. Clerk Anne Arndt and Treasurer Melissa Clark were also present. Joe Thompson present via Zoom.

Others attending: Shawn Paulson, Tom Turchi, MSA; Jill O'Neil attended via Zoom

AGENDA ITEM # 1 - APPROVAL OF THE AUGUST AGENDA: Motion Renfert, second by McFarlane 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: Clerk Arndt reported new chairs were ordered, need assembling, and are stored in the garage. Amazon has partnered with the League of Municipalities and is offering all WI municipalities Prime for two years at no cost. After two years, municipalities wanting to continue using Prime would pay the annual fee. It was decided since the Village does not order much from Amazon no action will be taken.

AGENDA ITEM # 4 – REVIEW AND APPROVE MINUTES FROM AUGUST 17, 2026: Revisions include on line 30 the address is 319 Greenbriar Drive. On line 58 delete "Holloway suggested…" through all of line 59. Motion Renfert, second Paulson to approve minutes of August 17, 2026, meeting with edits. Motion carried 5/0.

AGENDA ITEM # 5 – REVIEW AND APPROVE AUGUST TREASURER'S REPORT: Motion Paulson, second Renfert to approve the August treasurer's report. Roll Call vote: Renfert – yes; Paulson – yes; Holloway – yes; Thompson- yes; McFarlane – yes. Motion carried 5/0.

AGENDA ITEM # 6 – REVIEW AND APPROVE AUGUST/SEPTEMBER BILLS/PAYMENTS: Motion McFarlane, second Renfert to approve August/September bills/payments. Roll Call vote: Paulson – yes; Holloway – yes; McFarlane – yes; Renfert – yes; Thompson – yes. Motion carried 5/0.

AGENDA ITEM # 7 – UPDATE ON HILLCREST/GREENBRIAR PROJECT: All work is complete. A leaking water valve at 319 Greenbriar was found to be a sprinkler leak. A1 Excavating requested payment for mobilization of that area. The cost should be the responsibility of the City of Stevens Point.

AGENDA ITEM # 8 – RIDGEWOOD/GREENBRIAR ROAD PROJECT: No update.

AGENDA ITEM # 9 – STREET MAINTENANCE: Holloway reported route and seal cracks on Linwood, Odessa Court, and Angelo Court are left to finish. Grading needs to be done before Winter. Stuczynski can do the work. The driveway area of the Village Hall would be filled in and planted with a rain garden. The west half of Oakcrest and Linwood have insufficient drainage. A swale is needed in that area. Motion Renfert, second Paulson approves street maintenance up to $5,000.00. Roll Call vote: McFarlane – yes; Holloway – yes; Renfert – yes; Thompson – yes; Paulson – yes. Motion carried 5/0.

AGENDA ITEM # 10 – CONSIDER REPAINTING STREET INTERSECTIONS (CROSSWALKS, TURN SIGNALS) AT HIGHWAY 66 AND CROSS STREETS (SUNSET, FIELDCREST, LINWOOD, GREENBRIAR, SUNRISE): This agenda item was withdrawn by requestor Trustee Paulson. The City of Stevens Point is responsible for this maintenance.

AGENDA ITEM # 11 – ORDINANCE VIOLATIONS: At 112 Linwood, Pat Perzynski mowed the grass, removed brush and debris and hauled it away. The cost was $975.00. Village Ordinance 10.09 states "the actual cost thereof, together with an administrative fee equal to 10% of the actual cost, shall be charged to the property owner. If such charges are not paid by November 15 of the year in which they are billed, such charges, together with an additional administrative fee for collection equal to 10% of the total of such charges and fees, shall be extended on the next succeeding tax roll as a tax charged against the property affected and collected in the same manner as are other taxes, pursuant to 66.98, Wisconsin Statutes." The Clerk will draft a letter, and President Holloway will approve prior to mailing to the property owner. If the issue continues, the Village may have the lawn mowed monthly.

AGENDA ITEM # 12 – BUILDING INSPECTOR UPDATE: Holloway reported he has met with Josh Volz. He provided a draft agreement and fee schedule for Board approval. Josh would like to have a drop box available at the Village Hall for residents to put their permit application and payment. He will pick those up weekly. There are also some Ordinances that need amending.

AGENDA ITEM # 13 – VILLAGE ASSESSOR STATUS: Pauls and Associates sent notification they will no longer provide Village assessor duties at the end of December 2026. They suggested names of other assessors. The Clerk contacted Beth Probyn of Candid Appraisal. Beth was present at this meeting. She described three types of revaluations. Most municipalities have an exterior revaluation. She will provide quotes to the Village for approval at a future meeting.

AGENDA ITEM # 14: ZONING BOARD WORKSHOP: This workshop will be on October 13, 2026, at the Pittsville Community Hall. Lon Butcher, Zoning Administrator, will be attending.

AGENDA ITEM # 15: FLAGS: New flags and accessories will be put up throughout the Village by Memorial Day 2027.

AGENDA ITEM # 16: SPEED LIMIT SIGNS: 20-mile person speed limit signs have been ordered and will be installed soon.

AGENDA ITEM # 17: CONFIRM SANTA VISIT EVENT DATE: Paulson reported a planned date of December 10, 2026, with backup date of September 15, 2026, for the annual Santa visit. She will update the registration form, which will be available at the Village Hall on Election Day, on the village website and Facebook page.

AGENDA ITEM # 18: ACCEPT **VILLAGE CLERK'S RESIGNATION**: Clerk Arndt stated she will be retiring before the end of the year. Motion Paulson, second Holloway to accept the Clerk's resignation. Motion carried 5/0.

AGENDA ITEM # 19: THE BOARD WILL CONSIDER A MOTION TO GO INTO CLOSED SESSION PURSUANT TO WISCONSIN STATUTES 19.85 (1)(C) – CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION, OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES

RESPONSIBILITY TO WIT: VILLAGE CLERK POSITION: Motion McFarlane, second Renfert to enter into closed session at 6:33 p.m. Motion carried 5/0.

AGENDA ITEM # 20: THE BOARD WILL RECONVENE IN OPEN SESSION IMMEDIATELY FOLLOWING THE CLOSED SESSION AND ACT, IF NECESSARY, ON MATTERS DISCUSSED IN CLOSED SESSION. Motion McFarlane, second Holloway to exit the closed session at 7:56 p.m. Motion McFarlane, second Renfert to approve the documents discussed and edited during closed session. Trustee Thompson was present via telephone and lost connectivity, so he was unable to vote. Motion carried 4/0.

AGENDA ITEM # 21: SET DATE AND TIME OF NEXT BOARD MEETING: October 19 at 5:30 p.m.

AGENDA ITEM # 22: **ADJOURN**: The meeting adjourned at 7:59 p.m.

DAN HOLLOWAY
VILLAGE PRESIDENT