

MEETING MINUTES
Village of Palmyra
Committee of the Whole Meeting
Monday September 15, 2025
6:00 pm
Village Hall
100 W. Taft St.
Palmyra, WI.

The meeting was called to order by Gorsegner at 6:00 p.m. Roll call: Ball, Deichl, Gorsegner, Smith, Tucker, Wallace-present. Ball-on vacation, Petruska-absent.

Pledge of Allegiance

Communications: Gorsegner administered the Oath of Office for Police Chief Blount.

Department Reports:

Parks & Recreation-Butler said that football and soccer are 2 weeks in and have 4 more weeks left. Basketball signup is coming up.

Public Safety-Gartzke reported that the department recently got approved for Flex EMS status so we can administer some drugs depending on the level of the EMT and started using it last Wednesday. We can still call paramedic intercept when needed. Lepak said PD is enforcing traffic.

Public Works-Halbrucker said they were dealing with a water lateral break. In the 80's only a portion was fixed. Now it will be a \$15,000 repair. We had to rip up 30 feet of sidewalk to do it. The person woke up and had no water. Halbrucker general project finishing the wiring, hydrant flushing, sewer lining project at 1st Street, Wisconsin and a portion of Jefferson St. \$100,000 only goes so far. Weed harvester is on his last week of weed cutting. Banners going up next week. Hillcrest lift station getting pumps for that. \$55,000 to \$60,000 to get replaced. Put in 2012.

Committee Reports: Wallace reported that there will be a budget meeting next Monday.

New Business:

1. Entire Committee of the Whole

A. Discussion/possible action on a Class "B" Beer and Class "B" Liquor license for Virendra Verma, 16225 Cumberland Trail, Brookfield WI. for the premises located at 162 E. Main Street, V's Bourbon Tasting Center, LLC, Village of Palmyra. Virendra Verman – Agent. Motion by Smith/Wallace to approve. All ayes-motion carried.

B. Discussion/possible action on the Plan Commission's recommendation to approve Virendra Verma, owner of Lower Spring Lake BP land use / site plan application to build an addition at his property at 162 E. Main St. for V's Bourbon Tasting Center LLC, parcel #171-0516-2214-020. Motion by Smith/Tucker to approve. All ayes-motion carried.

- C. Discussion/possible action on the minutes from September 2, 2025 Village Board meeting, September 4, 2025 Special Village Board meeting, and September 8, 2025 Budget & Finance Committee meeting. Motion by Wallace/Tucker to approve as presented. All ayes-motion carried.

2. Public Safety Committee: Chairperson Ball

- A. Discussion/possible action regarding the Public Safety Building facility needs assessment options.

Tucker said she liked the fact that 5 Bugles said they would help with grants. Is there a fee for that or a portion? Schiller said that that would not be a fee. Deichl asked for Schillers impression? 5 Bugles are set up more for public safety buildings specifically. Keller is a little bit more board base and Five Bugles services are more in house, and they would help us get grants. Tucker said that Five Bugles cost would be \$29,000 for 3 phrases and Kellers was 25,000. If Five Bugles help us with grants that would make up the difference. Motion by Smith to recommend to the Village Board to hire Five Bugles for \$29,000 regarding the Public Safety Building facility needs assessment, second by Tucker. Roll call vote: Deichl, Gorsegner, Smith, Tucker, Wallace – aye. Motion carried. Put on the next Board meeting for final approval.

A. Administration & Planning: Chairperson Deichl

- A. Discussion/possible action on a special events/parade request for the Palmyra-Eagle High School for their Homecoming parade Oct. 3, 2025

Halbrucker said the parade route ends at 5th street. This is the hardest parade that we do because of the time and closing a hwy. He doesn't have the manpower.

Motion by Smith to approve the request to end the route at Fifth Street. We should also reach out to Eagle to get their help. Tucker will contact Ashely Pieper at the school to possibly get more volunteers. Smith would like to update the form to make sure someone is present when they make the request to answer questions at the meeting. Motion was seconded by Wallace. All ayes – motion carried.

- A. Discussion/possible action on a home business license renewal for Julie Turner to operate an alterations & sewing business at 408 E. Main St., Palmyra, WI. Motion by Smith/Wallace to approve the business permit. All ayes-motion carried.

4. Budget & Finance Committee: Chairperson Wallace

- A. Discussion/possible action on payment of Bills totaling \$12,800.46 with extras from Martelle, WI Dept of Transportation, Purchase Power, 2 WE Energies, Merit Asphalt, Monona Plumbing, Dept. of Admin., Insight FS, The Coache's Locker and J&J Trophies. Motion by Deichl/Wallace to approve the bills as presented. Roll call vote: Deichl, Gorsegner, Smith, Tucker, Wallace-aye. Motion carried.

- B. Discussion/possible action on July & August 2025 Financial Statements, bank statements and cash account balances. Motion by Wallace/Smith to approve July & August 2025 Financial Statements. All ayes-motion carried.

5. Personnel Committee: Chairperson Tucker

A. Old Business: Discussion/possible action on the updated evaluation forms for Village employees.

Tucker said that last year they completely redid the evaluation process. She printed police dept evaluation form also the fire/EMS form could use uplifting. It is not as in depth, so we need to reevaluate that form. Do we want to keep employees evaluating their dept. heads? We need to know how to finish this year and move on to next year and be done with it. Tucker would like the department head's review to be job specific. She is requesting a Personnel Meeting to discuss. They have set up a meeting for Tuesday, September 23 at 6:00 at the Village Hall.

Halbrucker said if you don't have the time, you shouldn't be sitting up there (Village Board). Last 6 months Tucker hasn't got a hold of me to take a tour. Tucker said she has been very busy. Halbrucker said I'm salary will meet you whenever.

Motion by Smith/Wallace to adjourn at 6:56 p.m. All ayes-motion carried.

Respectfully submitted,

Dee Dee Morateck
Deputy Clerk/Treasurer

Minutes approved with/without corrections Oct. 6, 2025