

MEETING MINUTES
Village of Palmyra
REGULAR VILLAGE BOARD MEETING
Monday August 17, 2026
100 W. Taft St.
Village Hall
6:00 P.M.

The meeting was called to order by President Gorsegner at 6:00 pm. Roll call: Ball, Gorsegner, Pfahler, McAllister, Smith, Tucker, Wallace-present. Due to technical difficulties there will be no recording of tonight's meeting.

Pledge of Allegiance

Communications – Update from David Koziol on the Westfield Project via telephone. Koziol stated that the CSM and transfer deed have been recorded. They are working through the final site plan, asking for a couple of changes and working with WE Energies. They want to make 2 changes to the GDP (General Development Plan) regarding front setbacks. This may require a public hearing, but we don't know at this point yet. Koziol wants to get all this approved and move forward so that construction bidding and construction can start in Sept. on the homes and town homes. Koziol asked if the Village wants to do a groundbreaking event for this. President Gorsegner said that would be a good idea. Koziol will coordinate this with the Clerk. There are various contractors in the area if they want to bid on this. Virtus is working with Shorewest Realtors to run a marketing program. The plan is to deliver homes in spring 2027. Koziol is going to London next week to close on funding/financing. President Gorsegner told Koziol that the agreement was signed with BSLMD for the force main. Trustee McAllister asked Koziol if there would be retail spaces? Initial plan was to have some retail, but that will be in phase 2, several years out. He said it all depends on demand; types of retail would be different than what we have currently in our downtown district. Retail study was done, if retail doesn't pan out they could add more housing. Koziol will attend an upcoming meeting in September.

President Gorsegner announced that Sept 5th out, the Blue Spring Lake ski show, Sept 14th spaghetti dinner at the Methodist Church. Sept 9th presentation at the Community Center from the REV group at 6 pm. Trustee Wallace mentioned that there is an ice age trail update; the Mammoth hike challenge deadline is Aug. 20th for businesses to sign up to be part of it, they would then be a stop for the hikers.

Public Forum: Judy Stapleton 551 N. 2nd St. asked if the village has any ordinances regarding electric scooters or if we are planning on putting something in place. They are zooming up and down the sidewalks and this is very dangerous not only for them but for pedestrians. Is there any type of safety training required. Paul Blount stated that they are actively working on an ordinance to present within 30 days. Judy says they aren't paying attention and riding in the dark. Can we enforce state statute. William Ousley 551 N. 2nd St.- said what about going back to the retailer and asking them to make it mandatory that before purchasing these the owner has some training. Trustee Tucker said anyone can buy them from Amazon. They can go up to 15 mph. Ousley says they have no respect for people walking and Paul says his department will do more educating on this.

Old Business: Discussion and Possible Action on the Following Item

1. **Tucker/Ball motion** to approve the updated painting/sealing quote for the public safety building from Jake Leiser painting in the amount of \$14,330.00. Tucker says it looks good, covers everything and is a much more reasonable price. The Village Clerk asked where money for this is coming from. She said if we do a bank loan we should include the Boy Scout cabin roof on it and if there is anything else that the Village will be doing at the Public Safety Building. Director Paul Blount said maybe we could include ventilation system. He will get an updated quote so the Clerk can contact the bank with loan information for the Board. Roll call vote: Ball, Gorsegner, Pfahler, McAllister, Smith, Tucker, Wallace-aye. Motion carried.

New Business : Discussion and Possible Action on the Following Items

2. Tucker/Smith motion to approve a “Class A” Retail Beer and “Class A” Retail Liquor License Parwinder Virk, N55 W21026 Carters Crossing Circle Menomonee Falls WI. 53051 and Prabhjoit Tung N55 W21026 Carter Crossing Circle Menomonee Falls, WI. 53051, Jim and Judys Foods Palmyra LLC, dba Jim & Judy’s Food Market at 117 Taft St. Palmyra, WI. 53156 Parwinder Virk – Agent. Sgt LePak did background, everything was fine. All ayes-motion carried.
3. Smith/Wallace motion to approve Resolution 2026-10, amending the 2026 Fee Schedule. EMT rate changes to add AEMT and ALS2, advanced EMT level approved by the state. Chief Gartzke explained that we can carry more medications and are saving the community money instead of paying another community for paramedic intercept. That cost was \$1500 and now this level will be \$900 and the funds will kept in-house. All ayes-motion carried.
4. Tucker/Wallace motion to approve Resolution 2026-11, order for a special election for Municipal Judge for the Lake Country Municipal Court. All ayes-motion carried.
5. Wallace/Smith motion to approve the minutes from August 3, 2026 Village Board meeting, August 6, 2026 Personnel Committee meeting and August 12, 2026 Budget meeting as presented. All ayes-motion carried.
6. Wallace/Pfahler motion to approve the payment of the bills totaling \$156,509.61 on the bill list with extras presented tonight to The Window Washer LLC, WEX bank, Bound Tree Medical, Jefferson County Sheriff’s Dept., Ring Central for Village wide phone, UNUM, Ricoh, and AFLAC, Trustee Mcallister had a question about what the payments were for to Bond Trust Services. The Clerk explained that these are our scheduled debt payment for a bond the Village took out a few years ago. Roll call vote: Ball, Gorsegner, Pfahler, McAllister, Smith, Tucker, Wallace-aye. Motion carried.
7. Tucker/Pfahler motion to move the Sept 7th meeting to Sept 1st, 2026 due to Labor Day. All ayes-motion carried.
8. McAllister/Smith motion to approve an Operator’s application for Julie Carroll. All ayes motion carried. Sgt. LePak did background, no issues.
9. Trustee Tucker stated that the agenda wording is incorrect, the job description is for a Public Safety Office Manger’s position not updating the job description for the Fire/EMS/Police Administrative Assistant. Tucker worked on this, she explained some of the duties, etc. Wallace/Ball motion to approve the job description. All ayes-motion carried.
10. Smith/Pfahler motion to convene into closed session at 7 pm pursuant to State Statute 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. Specifically, employment negotiations with Penny LePak. Roll call vote: Ball, Gorsegner, Pfahler, McAllister, Smith, Tucker, Wallace- aye. Motion carried.
11. McAllister/Smith motion to convene into open session at 7:39 pm pursuant to §19.85(2), Stats., for possible additional discussion and action concerning any matter discussed. Roll call vote: Ball, Gorsegner, Pfahler, McAllister, Smith, Tucker, Wallace-aye. Motion carried. Tucker/Smith motion to offer the position of Public Safety Office Manager to Penny LePak beginning Dec. 27, 2026, part time with pro-rated benefits to work 30 hours per week at a pay rate of \$25/hour. When responding to an EMS call from home or when specifically scheduled for an EMT shift, she will earn the EMT rate of pay. If she must respond to an EMS call during active, scheduled office manager shift, she will get the office manager rate of pay. LePak will be eligible for health insurance, paying 25% of her monthly premium and the Village paying 75%. She will receive a payout of her accrued police vacation balance as of Dec. 26, 2026 to start her new position with her new pay rate and new vacation benefits within the new budget year of 2027. She will earn 1 week of vacation Jan – June 2027 and 1 more week July – December 2027. All ayes- motion carried.

Smith/Wallace motion to adjourn at 7:44 pm. All ayes-motion carried.

Respectfully submitted,

Laurie Mueller, Village Clerk/Treasurer

Minutes approved with/without correction Sept. 1, 2026