

**Committee of the Whole Meeting of the Village of Somerset Board of Trustees  
Village Hall, 110 Spring Street Somerset, WI 54025 | Tuesday, December 3, 2025**

Village President Donnie Kern called the Committee of the Whole meeting to order at 5:00 p.m. Present at the Village Hall were, Chris Dubak, Caleb Garn, Donnie Kern, Brandon Krohn, Chris Moreno, Jessica Plourde, and Janna Stewart. Treasurer, Andrea Otto and Public Works Director, Bob Gunther were also present.

**Public Comment**

No one from the public was present.

**Business Items**

**ICUP Events - Somerset Amphitheater**

The Board discussed several potential updates related to ICUP events, including possible changes to the Incident Commander role, improved communication regarding sound checks, proper placement and timely removal of “No Parking” signs, and adding a section to address special circumstances affecting concert event dates.

**Fee Schedule - Ball Field**

Plourde presented a draft of the proposed rental fee schedule and policy framework for the Village of Somerset ball fields.

**Review Quote from NEO Electric - Village Park Score Board**

Gunther reviewed the estimated costs associated with installing the donated scoreboard. NEO Electric provided a quote of \$5,125.00 for the electrical work; however, no estimate was provided for the posts or mounting. The Board previously approved allocating an additional \$10,000 to the Parks Improvement Outlay at the November 13, 2025 budget hearing to support installation costs.

**Water Tower - Colors & Logo**

Plourde presented a mockup showing the water tower in a light cream color with an applied logo. A final decision is still needed regarding the color scheme and whether one or two logos will be used. Once finalized, electronic files will be sent to KLM for pricing.

**2026 Special Funds Budgets**

Otto reviewed the Special Funds Budgets for TIDs #3, #5, and #6. Gunther provided an overview of the Special Funds Budgets for water and sewer.

**Treasurer’s Report**

Otto reviewed the impact fee report, noting the construction of 44 new homes.

**Assessor Contract for 2026, 2027, and 2028 with 2027 being an exterior revaluation**

Otto presented the proposed contract from Bowmar Appraisal, which includes an additional \$60,000 cost distributed over the next three years. The revaluation is required because the assessed value-to-fair market ratio has fallen below 70%.

**Finance-Personnel Committee Meetings - Date/Time**

Kern proposed rescheduling the Finance-Personnel Committee meetings to the first Thursday of each month at 5:00 p.m., beginning February 2026.

**Alternative Truck Routes - Depot & Cloutier Street**

The Board discussed strategies to discourage truck traffic on Depot and Cloutier Streets. It was suggested that installing “No Trucks” signage would be an appropriate first step.

**Adjourn**

Motion by Krohn, second by Plourde to adjourn and motion carried unanimously. Meeting adjourned at 6:36 p.m.

Jessica Lehman, Village Clerk/Deputy Treasurer

*(Minutes are not official until approved at next meeting)*