



VILLAGE OF WINNECONNE

The Community of Opportunity

30 South First Street - P.O. Box 488 - Winneconne, Wisconsin 54986-0488 -
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Meeting Minutes

Village Board

Tuesday, April 21st, 2026, at 5:30 pm
Village Board Room, 30 S. 1st St., Winneconne

Call to Order

Meeting called to order at 5:30pm.

Roll Call: Olson (present), Bouras (present), Stelzner (present), Janikowski (present), Krings (present), Miller (present), Boucher (present)

Pledge of Allegiance said in unison.

Regular Business

Motion by Olson, Second by Bouras to approve consent agenda and payment of bills:

- March 31, 2026, Treasurer's Report/Budget Comparisons
- March 2026, Check Register

Motion passes by roll call vote: Stelzner (aye), Janikowski (aye), Krings (aye), Miller (aye), Olson (aye), Bouras (aye), Boucher (aye) 7-0-0

Motion by Janikowski, Second by Miller to approve March 17th, 2026 Village Board meeting minutes

Motion passes by voice vote 7-0-0

Communications

None.

Public Participation

None.

Administrator's Report

- **Business Update**
 - Administrator Fuller provided an update regarding development of the approximately 80-acre parcel located to the west side of the Village. The property is now officially under contract. Discussion included the developer's previous work in surrounding municipalities, as well as the target demographic for the development, which is anticipated to primarily attract families. The overall project timeline is expected to span approximately three years and will include annexation of the property, which is currently located within the Town of Winneconne. The median home price within the development is projected to be approximately \$380,000.
 - Discussion also occurred regarding Phase Two of the Wolf Run development.
 - Additionally, Precision Plumbing is targeting completion of its building by late May or early June.

- **Operations Update**
 - Water Treatment Plant Update – Director Mankiewicz continues to provide weekly updates regarding the water treatment plant and ongoing operations.
 - Flooding Update – Flooding has had a significant impact on areas north of the Village, with some effects also being experienced within the Village. Appreciation was extended to the Fire Department and Public Works staff for their efforts in filling sandbags and supporting affected communities throughout the process.
 - Website Update – The Village website refresh project has been completed.
 - Economic Development – The draft Economic Development plan has been created. Further reflections will be shared as Planning Commission has time to review.
- **Key Meetings & Events**
 - The Administrator and Director of Public Works are meeting with the executive team of Switchgear to talk through future plans of the addition.
 - May 15th is the Board Workshop.
- **Finance Update**
 - The Village has received approximately 66% of projected revenue to date, compared to 15% at the same time last year, primarily due to the earlier reconciliation of property tax revenues.
 - Expenditures in several areas were higher than anticipated due to the recorded library agreement, monthly EMS billing practices (compared to Oshkosh’s annual billing structure) and increased Public Works street wage expenses related to storm response efforts.
 - Correspondence was received from CLA confirming that the Village’s MFR and Public Service Commission (PSC) report have been completed. The audit presentation is anticipated to be provided in May.

President’s Report

Nothing to report at the April 2026 meeting.

Committee Reports

Beautification – Per Trustee Stelzner, the committee met and discussed spring projects and the highway cleanup; she also thanked the National Honor Society for their assistance. The group is talking through the responsibility of planting the flower plants as well as the process of getting a mural painted in the Village on a business.

Cemetery – Trustee Krings stated that staff are approximately through half of the cemetery card digitalization project; the Cemetery Board also discussed the verbiage for the new signs as well as the new cemetery traffic policy.

Fire District – Approximately 40 students participated in a tour of the fire station. Captain Anderson spearheaded efforts to ensure sandbags were prepared and available, while Chief Allcox assisted with communication and coordination throughout the project. Zillges provided multiple loads of sand in support of the effort. The community response was very positive, with assistance provided by local sports teams and church groups. The Town of Wolf River also contributed sandbags, which was greatly appreciated.

Administrator Fuller noted that he remains in communication with the Winnebago County Emergency Management Department regarding ongoing coordination efforts. The next Fire Commission meeting is scheduled for May 11.

Historic Preservation – Trustee Miller shared the group will be meeting on Thursday.

Library – The Library received the final contribution from the Winneconne Area Foundation in support of the Summer Reading Program. This year’s program theme is “Unearth the Story.” Library staff are also coordinating with the Police Department regarding the installation of security cameras for additional safety measures. Additionally, the Friends of the Library recently launched a “Speed Puzzling” event.

Parks – Per Director of Public Works Mankiewicz, park shelters are anticipated to open by the end of the week. A ceremonial groundbreaking ceremony for the new beach house is scheduled for May 6. Key milestones for the beach house project were discussed, including the completion of demolition activities. Construction progress is expected to become more visible by mid-May. The landscaping project has experienced delays due to weather conditions; however, all necessary materials and items have been ordered.

Personnel & Finance – Personnel & Finance Committee members reviewed the Village financials. Board members were encouraged to report any computer-related issues they may be experiencing.

Plan Commission – The Commission met and put forward an agenda item at this meeting.

Public Safety – Increased traffic activity on 116 was discussed, particularly during peak periods associated with school arrival and dismissal times, as well as the end of the workday. Chief Sauriol stated that officers have been actively monitoring traffic conditions in these areas. It was noted that Highway 116 falls under state jurisdiction. Outside of these peak periods, traffic patterns throughout the Village remain routine. Additionally, officers continue to monitor the use of e-bikes and are conducting checks related to pier pins.

Public Works – Per Director Mankiewicz, discussion was held regarding the proposed private hydrant ordinance. Currently, there are two known private hydrants, and the ordinance was prompted by an incident involving a leaking hydrant, as well as to better address maintenance responsibilities and response procedures. Staff also completed visual inspections of catch basins throughout the Village and developed a map identifying the inspected areas. It was noted that the Village’s most critical infrastructure remains protected due to its elevation and is not currently at risk. Efforts will soon transition from emergency response activities to recovery operations. An upcoming agenda item will address bids related to the road improvement projects. The next meeting is scheduled for May 11 at 10:30 a.m.

SWEMS – Per Trustee Bouras, the group will be meeting on Thursday.

Board Organization

- Adjourn 2025-2026 Board Sine Die
- Recognition of outgoing trustees/committee members
- Oath of Office for newly elected trustees
- Convene 2026-2027 Board

Call to Order

Roll Call: Olson (present), Bouras (present), Stelzner (present), Janikowski (present), Krings (present), Miller (present), Boucher (present)

Motion by Bouras, Second by Olson to adopt Robert's Rules of Order – Current Edition
Motion passes by voice vote 7-0-0

Motion by Boucher, Second by Janikowski to appoint President Pro-Tem as Paul Olson
Motion passes by voice vote 7-0-0

Motion by Krings, Second by Miller to approve RES-2026-002 Appointing Village Officials
Motion passes by voice vote 7-0-0

Motion by Olson, Second by Bouras to approve RES-2026-003 Approving Official Depositories
Motion passes by voice vote 7-0-0

Public Hearing

Open public hearing to hear comment on the abandonment of the right-of-way between parcels 191-040801 (419 S 1st Street) and 191-0421 (505 S 1st Street) and the right-of-way between parcels 191-0650 (815 N 7th Street) and 191-0835 (708 Willow Street)

1st Call: No comment

2nd Call: No comment

3rd Call: No comment

Close Public Hearing

New Business

Motion by Bouras, Second by Miller to approve RES-2025-001 Right-of-Way Abandonment and vacate the right-of-way between parcel 191-040801 and 191-0421 on South 1st Street

According to Clerk Saray, a public notice ran as required in the newspaper; notice was given to abutting owners. The parcel owners have been made aware that costs going forward associated with this request, including but not limited to CSMs, County filing fees, etc. are the responsibility of the owner.

Motion passes by voice vote 7-0-0

Motion by Bouras, Second by Olson to approve RES-2025-002 Right-of-Way Abandonment and vacate the right-of-way between parcel 191-0835 and 191-0650 on North 7th Street

According to Clerk Saray, a public notice ran as required in the newspaper; notice was given to abutting owners. The parcel owners have been made aware that costs going forward associated with this request, including but not limited to CSMs, County filing fees, etc. are the responsibility of the owner.

Motion passes by voice vote 7-0-0

Introduce RES-2026-002 Right-of-Way Abandonment for a portion of right-of-way located at 620 Oak Street 191-0818

Motion by Olson, Second by Miller to award MCC Inc. the contract W0011-09-25-00724, 2026 road construction projects in the amount of \$683,659.57 Brad Werner of McMahon Engineering was present to review and provide information regarding the project bids. He noted that the bids came in favorably compared to the Village's projected cost estimates. It was also noted that MCC has previously completed work within the Village. Attorney Wade also noted that the Village is not obligated to accept the lowest bid submitted for the project.

Motion passes by roll call vote: Olson (aye), Bouras (aye), Stelzner (aye), Janikowski (aye), Krings (aye), Miller (aye), Boucher (aye) 7-0-0

Motion by Bouras, Second by Krings to approve the new private hydrant ordinance (ORD-2026-004) as presented

Per Director Mankiewicz, discussion was held regarding the proposed private hydrant ordinance at multiple Public Works meetings. Currently, there are two known private hydrants in the Village, and the ordinance was prompted by an incident involving a leaking hydrant, as well as to better address maintenance responsibilities and response procedures. The ordinance has been reviewed by legal.

Motion passes by voice vote 7-0-0

Motion by Janikowski, Second by Stelzner to approve the naming of the new beach house to "Miron Beach House"

Administrator Fuller announced that Miron Construction is the generous donor supporting the beach house project. The proposed naming was reviewed and approved by the Parks Committee. Administrator Fuller further shared that, through discussions with Miron Construction during the project design phase, the donor expressed a strong commitment to ensuring the project would be durable, high quality, and built to serve the community for many years to come.

Motion passes by voice vote 7-0-0

Motion by Bouras, Second by Olson to approve the proposed plan by Davel Engineering in support of the Wolf Run housing development

The development review process is currently underway and includes a comprehensive technical review of multiple project components. The item presented is the preliminary plat for the proposed development. Engineering and stormwater management plans have also been reviewed favorably, with only minor revisions still needed. It was noted that the Certified Survey Map (CSM) previously approved by the Board must still be signed and officially recorded with the County in order for the project to proceed. Discussion also included the proposed detention pond located along the western portion of the plat. Because wetlands are present in that area, approval from both the Wisconsin Department of Natural Resources (DNR) and the U.S. Army Corps of Engineers will be required before construction of the detention pond can move forward.

Additionally, a development agreement is in place with Prairie Stone Homes. The project will also utilize a Planned Unit Development (PUD) process to address and incorporate the unique aspects and design nuances of the development.

Motion passes by voice vote 7-0-0

Motion by Bouras, Second by Olson to amend RES-2026-001 Signatory Authority of Administrator for Property Purchase to add “or Village President” and “Property Sale”
In response to requirements from the title company, it was clarified that while the ordinance grants the Village Administrator authority to execute property purchase by direction of the Board, that has not been sufficient documentation for title companies, and as such, has held up transactions. The resolution, together with the meeting minutes, will be provided to the title company for clarification purposes. Attorney Wade noted that the resolution should specifically reference the sale of land, not only purchase.

Trustee Stelzner questioned why the matter had become time consuming, expressing concern about maintaining a clear distinction between the roles and authorities of the Village Administrator and the Village President. Discussion followed regarding prior transactions and determining which official has the authority to execute documents on behalf of the Village.

It was noted that the title company would not accept signatures from either the Village President or the Village Administrator without a formal resolution explicitly authorizing such action. The title company requested specific Board action identifying who is authorized to execute documents on behalf of the Village.

Attorney Wade explained that, when the Board approved the land transactions, the Administrator’s actions were consistent with the direction provided by the Board, as the ordinance directs.

Trustee Stelzner further inquired about the “assignment” of duties; it was noted that the resolution itself does not authorize the sale/purchase of land, but rather authorizes the Administrator to execute the necessary documents related to the transaction that would have already been approved by the Village Board. Trustee Stelzner also asked whether the resolution could instead authorize the Village President to act on behalf of the Village.

Attorney Wade confirmed that such language could be incorporated.

Trustee Janikowski suggested amending the language to state that authority may be granted to either the Village President or the Village Administrator.

Motion passes by roll call vote: Olson (aye), Bouras (aye), Stelzner (aye), Janikowski (aye), Krings (aye), Miller (aye), Boucher (aye) 7-0-0

Motion by Bouras, Second by Olson to approve RES-2026-001 Signatory Authority of Administrator or President for Property Purchase and Property Sale

Motion passes by roll call vote: Olson (aye), Bouras (aye), Stelzner (aye), Janikowski (aye), Krings (aye), Miller (aye), Boucher (aye) 7-0-0

Motion by Bouras, Second by Janikowski to approve three temporary beer licenses for the Winneconne Youth Diamond Club for June 5th- June 7th, 2026, June 12th- June 14th, 2026, and June 19th- June 21st, 2026.

Clerk Saray stated the group has filled out the necessary paperwork, paid the licensing fees and has had background checks satisfactorily completed.

Motion passes by voice vote 7-0-0

Motion by Janikowski, Second by Bouras to approve an operator's license for the following applicants: Michelle Schrenk and Phyllis Schultz

Clerk Saray stated that the applicants have filled out the necessary paperwork, paid the licensing fees and have had background checks satisfactorily completed.

Motion passes by voice vote 7-0-0

Confirm next meeting

Friday, May 15th, 2026, 9:00 am - Village Board Workshop

Tuesday, May 19th, 2026, 5:30 pm – Village Hall Board Room

Adjourn

Motion by Olson, Second by Janikowski to adjourn the meeting.

Motion passes by voice vote 7-0-0

Meeting adjourned at 6:53pm