



# VILLAGE OF WINNECONNE

*The Community of Opportunity*

30 South First Street - P.O. Box 488 - Winneconne, Wisconsin 54986-0488 -  
920-582-4381 [www.winneconnewi.gov](http://www.winneconnewi.gov)

## Minutes

### Village Board

**Tuesday, June 16th, 2026, at 5:30 pm**

**Village Board Room, 30 S. 1<sup>st</sup> St., Winneconne**

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#### **Call to Order**

**Meeting called to order at 5:33pm.**

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

**Pledge of Allegiance** said in unison.

#### **Public Hearing**

**Motion by Olson, Second by Bouras** to enter the public hearing to hear comment on the following items:

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

**Hear public comment on resolution RES-2026-004 ROW Abandonment 620 Oak Street**

1<sup>st</sup> Call: Resident at 809 Pine (Jaci Ige) inquired as to how much of the ROW is being abandoned. Clerk Saray notated that there were two sections approximately 300 square feet on either side of 620 Oak intended to be abandoned and to refer to the packet posted online for the exact location(s).

2<sup>nd</sup> Call: No response.

3<sup>rd</sup> Call: No response.

**Hear public comment on RES-2026-006, adopting the final resolution for the intent to exercise special assessment powers for Grant Street: Tower Drive to 6th Street and Enterprise Road for street resurfacing**

#### **Craig Shallbetter (owner of Switchgear at 202 Enterprise Road)**

Mr. Shallbetter stated that he understands the business would be responsible for the cost differential if it requested the roadway be constructed in concrete rather than asphalt. While acknowledging that the property will be subject to a special assessment, he noted that the company's share of the project is approximately 13%, or approximately \$59,000. Mr. Shallbetter expressed his opinion that the business should not be responsible for the entire cost difference associated with upgrading the roadway to concrete. Mr. Shallbetter also questioned why the streets within the industrial park are not constructed of concrete, stating that asphalt pavement is likely to deteriorate more quickly due to the heavy truck traffic serving industrial businesses. He emphasized that Switchgear intends to remain in the Village but is evaluating other locations due to several factors, including roadway infrastructure.

**Lyle Zabel (resident at 701 Grant Street)**

Mr. Zabel expressed his opposition to the proposed roadway project, stating that, in his opinion, the existing road is not in poor condition and identifying other Village roads that he believes are in greater need of repair. Director of Public Works Allen Mankiewicz explained that the project was selected based on the roadway's PASER rating. He noted that the roadway experiences significant semi-truck traffic. Mr. Zabel stated that he believes the Village should consider prioritizing a different roadway for improvement, noting that the end of Washington Street may require attention due to heavy truck traffic. He also indicated that he had attempted to contact Town of Winneconne Chair Eric Lang regarding the project. It was noted by the Village attorney that the Village could work with the Town to determine whether the Town properties could be included in a special assessment. Mr. Zabel concluded by requesting that the Village reconsider the project before making a final commitment.

**Keith Zauner (resident at 545 Grant Street)**

Mr. Zauner addressed the Board regarding the proposed special assessment. He stated that he had previously been informed that his property line extends approximately 25 feet into the channel and noted that, because the frontage consists of a waterway, he does not believe he should be required to pay for the special assessment which would encompass this portion of his property. Mr. Zauner also stated that a portion of the assessed frontage includes a 10-foot easement utilized by the electric utility. He further stated that, in his opinion, the condition of Grant Street does not warrant reconstruction. Mr. Zauner requested that the Village review and reconsider the frontage measurements used in calculating the proposed assessment.

**Lyle Zabel (resident at 701 Grant Street, speaking on behalf of St. Paul's Church)**

Mr. Zabel stated that the proposed special assessment came as a surprise to the church, noting that church representatives were not aware the assessment was being considered. He further stated that, in the church's opinion, the roadway does not require reconstruction and that the church has not received any complaints or negative comments regarding its condition.

1<sup>st</sup> Call: No response.

2<sup>nd</sup> Call: No response.

3<sup>rd</sup> Call: No response.

**Hear public comment on the issuance of a Special Event vending permit to Sovereign State Days, Inc. for July 17<sup>th</sup> – 19<sup>th</sup>, 2026**

1<sup>st</sup> Call: No response.

2<sup>nd</sup> Call: No response.

3<sup>rd</sup> Call: No response.

**Motion by Olson, Second by Miller** to close the open hearing.

**Motion passes by voice vote 7-0-0**

### **Regular Business**

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

- May 31st, 2026, Treasurer's Report/Budget Comparisons
- May 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 Bouras, Second by Miller** to approve May 15th, 2026, Village Board Workshop meeting minutes

**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 Bouras, Second by Olson** to approve May 19th, 2026, Village Board meeting minutes

**Motion passes by voice vote 7-0-0**

*Note: The meeting minutes will reflect three terms rather than three years in reference to Ms. Kim Utschig's tenure on Planning Commission, which was discovered after initial draft.*

### **Communications**

Proclamations recognizing the following achievements:

- Winneconne High School Boys Track & Field 2026 State Championship
- Winneconne High School Boys Golf 2026 State Championship

### **Public Participation**

No public participation.

### **Administrator's Report**

- **Business Update**
  - Administrator Fuller reported that he met with the Greater Oshkosh Economic Development Corporation (GOEDC) to discuss workforce trends and housing availability.
  - Administrator Fuller noted that he will be attending a Fox Cities Economic Development meeting to gain a regional perspective on surrounding communities, as well as available grants, incentives, and other economic development opportunities.
  - Administrator Fuller attended the June School Board meeting to provide an update on the proposed new subdivision.
  - Administrator Fuller reported that the Village received the countywide infill study, which evaluates infill opportunities across municipalities within Winnebago County.
  - Administrator Fuller stated that the annexation petition has been submitted to the Wisconsin Department of Administration (DOA) for review. He noted

that the petitioner submitted the required materials to the State and that the Village anticipates receiving the DOA's opinion by June 29.

- Administrator Fuller reported that Switchgear has formally requested the creation of a Tax Incremental District (TID) in conjunction with its proposed expansion. The Village has forwarded the request to Ehlers for review and anticipates meeting with Switchgear next week to discuss Ehlers' initial findings and recommendations.

### **Operations Update**

- Administrator Fuller reported that he and Director of Public Works Mankiewicz met with the Wisconsin Department of Transportation (DOT) to discuss long-range plans for improvements to WIS 116. The project is currently anticipated to occur around 2030.
- Administrator Fuller briefly reviewed the purpose of the Capital Improvement Plan (CIP), noting that adoption of the annual budget includes approval of the CIP and the associated roadway projects identified within the plan.

### **Key Meetings & Events**

- Administrator Fuller attended the Legislative Committee County meeting, where near-term legislative priorities and objectives were discussed. He noted that he can bring matters of importance to the Village Board forward through this County group.
- Administrator Fuller also attended the American Legion's 100th Anniversary celebration. He commented that it was encouraging to see members of the Village Board in attendance and recognized President Boucher for delivering remarks during the event.

### **Finance Update**

- Administrator Fuller reported that the annual budget development process is underway. The Treasurer has requested that department heads begin reviewing and updating their budget line items. Budget requests are expected to be submitted in July, with final departmental reviews anticipated in August. The goal is to present a draft budget to the Personnel and Finance Committee. Year-to-date, revenues are approximately 71% of budget and expenditures are approximately 42% of budget.

### **President's Report**

No report shared.

### **Committee Reports**

**Beautification** – Per Trustee Stelzner, the group did not meet, but is planning to meet on the upcoming Thursday.

**Cemetery** – The Cemetery Board met on June 1<sup>st</sup> and discussed how the cemetery signs will read, talked through the digitalization of the cemetery cards, and will review cemetery fees and recommend possible new fees to the Board.

**Fire District** – Per Chief Allcox, hose testing will occur on Thursday, which was delayed due to weather. The Fire District is participating in open water boat rescue with other municipalities and the Sheriff's Department. The next meeting is July 13<sup>th</sup> at 6:30p.m.

**Historic Preservation** – According to Trustee Bouras, the group will meet this Thursday.

**Library** – A representative from Winnefox Library System attended the meeting as a special guest to review the updated agreement. The agreement provides that the Library Director is responsible for administering and enforcing the policies and requirements of the Winnefox Library System. The Library Director reported that the Summer Reading Program has experienced exceptional participation. By the second week of the program, attendance had exceeded 200 participants, with one event drawing more than 300 attendees. The Library Director also reported that library circulation has increased significantly. Typical daily circulation ranges from approximately 100 to 150 items; however, recent circulation exceeded 450 items, reflecting a substantial increase in library usage.

**Parks** – Per Director Mankiewicz, the Beach House project remains on schedule. Underground plumbing and electrical work have been completed and successfully inspected. The concrete foundation was poured earlier this week, and the masonry contractor has begun delivering materials. Vertical construction is expected to begin within the next one to two weeks. The latest goose management effort was completed today, with a total of 131 geese removed, including 69 from Marble Park and 62 from Lake Winneconne Park. The Barn Renovation Project is expected to be completed this year.

**Personnel & Finance** – The group reviewed departmental requests, Treasurer Schoenberger gave budgeting cycle review and timeline and grade step program changes was also discussed.

**Plan Commission** – The group met and put forth an agenda item.

**Public Safety** – Chief Sauriol reported that he has been in communication with the Department of Transportation (DOT) regarding the Sovereign State Parade and confirmed that the parade permit has been approved. He noted that he continues to work with a DOT representative to discuss any traffic management concerns. Chief Sauriol also announced that the annual Bike Rodeo will be held in the near future. Administrator Fuller added that the Village coordinates closely with various agencies and organizations to successfully manage community events.

**Public Works** – Director of Public Works Mankiewicz reported that Speedy Clean is currently televising and cleaning sanitary sewer infrastructure in Area 4. He also noted that the Department has completed its trial period with the Samsara GPS and fleet tracking software. Staff are evaluating several additional vendors that offer similar services, using Samsara as the benchmark for comparison, and anticipate presenting a recommendation to the Committee at its next meeting. He also informed the Committee that concrete was discovered beneath Grant Street during project-related work.

**SWEMS** – The next meeting is July 30<sup>th</sup>.

### **Old Business**

**Consideration and action** to approve funding for the time capsule not to exceed \$2,000  
**No member made a motion to act on the item; accordingly, no action was taken.**

President Boucher asked whether the Historic Preservation Committee had taken formal action (voted) to support the Historical Society's open house/time capsule event. Trustee Bouras responded that the Historic Preservation Committee expressed its support for partnering with the Historical Society in hosting the event. President Boucher stated that he does not believe the event is an appropriate use of municipal funds and suggested that

financial support would be more appropriately provided through community organizations or private donations.

Trustee Bouras clarified that the intent was for the Historic Preservation Committee to collaborate with the Historical Society on the event. Trustee Stelzner, who also serves as a member of the Historical Society, clarified that the Historical Society is providing the venue for the event but is not committing financial resources. Trustee Bouras added that efforts are focused on obtaining donations to support the event, noting that a tent has already been donated and a food truck has expressed interest in participating.

### **New Business**

**Motion by Olson, Second by Miller** to approve resolution RES-2026-004 ROW Abandonment 620 Oak Street

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

The resolution was introduced at the April Board meeting; proper noticing and publishing has been completed, including certified mail to abutting owners. The owner is responsible for all fees associated with this request including but not limited to County filing fees, CSM/legal description, etc.

**Motion by Miller, Second by Olson** to approve RES-2026-006, the final resolution for the intent to exercise special assessment powers for Grant Street: Tower Drive to 6th Street and Enterprise Road for street resurfacing

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

Director of Public Works Allen Mankiewicz explained that the roadway is one of the Village's most heavily traveled streets and has generated the highest number of maintenance-related complaints. He noted that the roadway accommodates a significant volume of semi-truck traffic and currently has a very poor PASER rating. Director Mankiewicz clarified that the project consists of a mill and overlay and does not include curb and gutter installation or roadway modernization. He stated that an asphalt pavement has an expected service life of approximately 25 years and that the project will improve roadway conditions, support industrial traffic, and enhance the overall value of the surrounding properties. Administrator Fuller stated that the Village is able to complete the proposed project without issuing additional debt by utilizing unspent bond proceeds. He explained that the project represents a proactive investment in infrastructure rather than waiting to react to future industrial growth or roadway deterioration. He further noted that the available funding aligns well with the estimated cost of the project, allowing it to proceed without borrowing. Administrator Fuller added that while other roadways may have been identified as being in poorer condition, those projects would be substantially more expensive and would require the Village to incur additional debt.

In response to an inquiry from Trustee Janikowski regarding the ability to special assess Town properties, Administrator Fuller stated that discussions with the Town of Winneconne would be necessary to address boundary agreements and potential annexation before that option could be considered. Trustee Miller stated that, in his opinion, the roadway is in need of reconstruction and expressed his support for proceeding with the project. Trustee Stelzner questioned the use of asphalt rather than concrete, expressing concern that an asphalt roadway may require replacement sooner. Administrator Fuller noted that the Village has historically maintained greater flexibility with industrial park requirements in order to encourage economic development.

It was explained that asphalt roads generally have an expected lifespan of 25 to 30 years when properly maintained through crack sealing and other preservation measures. By comparison, concrete roadways typically have a service life of approximately 60 to 70 years. Director Mankiewicz stated that upgrading Enterprise Road from asphalt to concrete would increase project costs by approximately \$130,000. He added that this estimate does not include the additional cost of constructing Grant Street in concrete, which has not been requested by the affected residents and would increase their special assessments. Trustee Janikowski commented that constructing Enterprise Road in concrete may represent a better long-term investment due to its longer service life. The Board subsequently discussed the possibility of constructing the entire Grant Street project in concrete and the financial implications of such a change. Treasurer Schoenberger confirmed that changing the project from asphalt to concrete would require the Village to issue additional debt to finance the increased cost.

**Motion by Janikowski, Second by Olson** to approve resolution RES-2026-007 CMAR Compliance Maintenance Annual Report for 2025

**Motion passes by voice vote 7-0-0**

Director of Public Works Allen Mankiewicz presented the 2025 Compliance Maintenance Annual Report (CMAR) for the wastewater treatment plant. He reported that the facility received an overall score of 3.67, with all evaluation categories receiving an "A" except for one. Director Mankiewicz explained that the lower score was attributed to elevated solids identified at the influent sampling location. In his opinion, the results are likely due to the current placement of the sampler, which may not accurately represent the flow entering the plant. He stated that staff plan to collect additional samples from a location farther into the channel to obtain a more representative sample. He also noted that a new sampler is scheduled to be installed later this year and will be relocated to improve sampling accuracy.

**Motion by Bouras, Second by Miller** to approve ordinance ORD-2026-005 Overnight Mooring amendment and ordinance addition

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

Chief Sauriol explained that the purpose of the proposed ordinance is to ensure all boaters have a fair opportunity to access and enjoy the Village's waterways by preventing the prolonged occupancy of public docking spaces. He stated that the public docks and seawalls

are intended for temporary use and are not designed to function as harbor facilities. Chief Sauriol noted that some individuals repeatedly violate the current ordinance and explained that the proposed revisions provide stronger enforcement provisions. Under the revised ordinance, repeated violations may result in a prohibition from using the public docking facilities for one year. Trustee Krings asked whether the ordinance would affect boaters who wish to remain at the docks for an extended period. Chief Sauriol responded that long-term occupancy is neither the intended nor the typical use of the public docking facilities.

**Motion by Janikowski, Second by Krings** to approve the final plat of the 1<sup>st</sup> addition to Wolf Run Estates contingent on DNR permitting

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

Administrator Fuller stated that approval of the item should be contingent upon receipt of the necessary permit from the Wisconsin Department of Natural Resources (DNR). He explained that the DNR has determined the pond to be a navigable waterway based on its depth, and as a result, construction cannot proceed until the required permit is issued. Administrator Fuller further reported that Eric (developer) has executed a contract with Immel Construction and anticipates the installation of the proposed structures once the necessary approvals are obtained. He noted that the development currently consists of nine lots in the initial phase, with an additional 16 lots proposed in the new addition.

**Motion by Krings, Second by Stelzner** to approve the Alcohol licenses as presented for the licensing year July 1, 2026 through June 30, 2027

*Fermented Malt Beverage License Applicants*

- Mueller's Ice Cream and Grill (115 West Main Street), Agent: Bryce J. Clark
- The Cottage Collective (118 East Main Street), Agent: Mackenna Johnson

**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 Krings, Second by Olson** to approve an Operator license for applicant Kristen Serchen

**Motion passes by voice vote 7-0-0**

**Motion by Janikowski, Second by Krings** to approve a Temporary Class B Picnic License for the Winneconne Youth Diamond Club Rec League for June 30<sup>th</sup> and July 7<sup>th</sup>, 2026

**Motion passes by voice vote 7-0-0**

**Motion by Krings, Second by Miller** to approve a Special Event vending permit for Sovereign State Days, Inc. for July 17<sup>th</sup>, 18<sup>th</sup>, and 19<sup>th</sup>, 2026

**Motion passes by voice vote 7-0-0**

**Motion by Krings, Second by Miller** to approve a Temporary Class B Picnic License for Sovereign State Days, Inc. for July 17<sup>th</sup>, 18<sup>th</sup>, and 19<sup>th</sup>, 2026

**Motion passes by voice vote 7-0-0**



**Motion by Miller, Second by Olson** to approve extending noise restrictions for Sovereign State Days until 1:00am on Saturday, July 18th and Sunday, July 19th, 2026  
**Motion passes by voice vote 7-0-0**

**Motion by Krings, Second by Bouras** to approve proposed changes to the grade and step policy

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

The proposed change would eliminate the current two-year waiting period for employees to advance to the next step within their pay grade. As discussed by the Personnel and Finance Committee, the purpose of this change is to enhance the Village's ability to recruit and retain a qualified workforce.

**Motion by Janikowski, Second by Krings** to allow the allocation of General Fund reserves for the presented organizational requests in an amount not to exceed \$601,000.00

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

Trustee Stelzner inquired about the potential for including funding in this allocation for Badger Books for the Clerk's Office. Clerk Saray responded that she is currently researching the cost and implementation requirements and noted that the funding request would be considered as part of the General Fund budget process. Chief Sauriol, Administrator Fuller, and Treasurer Schoenberger reviewed possible sites for the garage, including a location south of the Johnson Building utilizing the existing driveway. The proposed garage would be approximately 1,800 square feet. Trustee Bouras also asked whether additional space could be incorporated into the project for use by the Historical Society adjacent to the proposed Police Department garage. Administrator Fuller responded that the Village does not have an obligation to provide additional space for the Historical Society and noted that incorporating such space could present security concerns for the Police Department.

**Confirm next meeting**

Tuesday, July 21st, 2026, 5:30 pm – Village Hall Board Room

**Adjourn**

**Motion by Bouras, Second by Olson** to adjourn the meeting.

**Motion passes by voice vote 7-0-0**

Meeting adjourned at 7:28pm.