



VILLAGE OF WINNECONNE

The Community of Opportunity

30 South First Street - P.O. Box 488 - Winneconne, Wisconsin 54986-0488 - 920-582-4381

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Minutes

PERSONNEL FINANCE COMMITTEE

Monday, September 8th, 2025 @ 12:00 pm

Village Board Room, 30 South First Street

Call to Order

Meeting called to order at 12:04pm.

Roll Call – Paul Olson (present), Michael Bouras (present), Mary Kay Krings (present)

Also present were Administrator Fuller and Treasurer Schoenberger.

Regular Business

Motion by Bouras, Second by Krings to approve August 11th, 2025, Minutes.

Motion passes by voice vote 3-0-0

Public Participation

None.

Financials: Treasurer and Administrator

Review of financial reports

- Treasurer Schoenberger reported that Marble Park is currently over in expenditures. He has begun investigating the issue and will schedule a time to meet with interim Public Works Director Mankiewicz for a deeper analysis to determine the cause of the overage. Treasurer Schoenberger noted that August presented a more significant decrease in revenues for the pool. Several contributing factors impacted expenses; one major item under "miscellaneous expense" was reimbursement for lifeguard certification for youth. Additional wages also contributed to the overage, and the Village is currently exploring revisions to the pay plan and staffing structure. These changes aim to improve tracking of employee hours and overall efficiency.
 - Weather also played a role, as many rainy days in August led to decreased attendance and lower revenue at the beach. In an effort to prevent overspending on concessions, the Village adjusted inventory to better align with actual demand. However, this may have resulted in lower-than-possible sales. Administrator Fuller highlighted that the newly installed point-of-sale (POS) system is already improving operational efficiency. Mike added that the POS system offers detailed reporting capabilities, such as tracking the quantity and type of items sold, which will support ongoing improvements to the pool's vending operations.
- The Village will be transitioning away from its current refuse collection provider. PFC is expected to have all necessary details by October to make an informed decision on the new provider.
- Trustee Olson inquired on the status of the Capital Improvement Plan; the Village held an initial meeting with McMahon Engineering three weeks ago to review the CIP. Following that meeting, the CIP was updated to reassess and realign projects within the plan. These updates were reviewed and discussed with the Public Works Committee. After further consideration and alignment with the Administrator's overall strategic plan, additional revisions were made. The CIP will continue to be refined through collaboration between the Administrator, Treasurer, and Public

- Works Director, incorporating data such as PACER ratings, funding sources, economic development goals, ongoing initiatives, and community needs.
- Trustee Olson inquired about the potential annexation of a property that currently utilizes Village utilities but is still considered part of the Town of Winneconne. Administrator Fuller advised that this matter should be brought before the Planning Commission for further discussion.

Administrator's Report

- Village commercial property - Pfefferle
 - The contract officially ended on the day of the meeting. Administrator Fuller reported receiving a draft offer for the waterfront property that same day and will need to consult with legal counsel before moving forward. As a result, the offer was not presented to the Public Facilities Committee during this meeting. Updates will be provided as more information becomes available. If the plans move forward and receive approval, the estimated project start date is Spring 2026. The developer's proposal includes contingencies regarding property use and a first right of refusal. Administrator Fuller will send the contract to Pfefferle to initiate all necessary brokerage paperwork for the potential sale.
 - Additionally, Trustee Krings requested a review of what the subcontractor committed to versus what was actually completed, to ensure that payments are consistent with the work performed. Trustee Bouras recommended not working with the subcontractor again in the future.
- Status of Road Right of Way abandonment
 - The Village continues to move forward to review the process to abandon two Village right-of-ways.
- EMS update
 - Trustee Bouras noted that the EMS Board meeting is scheduled for this Wednesday, and a decision regarding potential locations is expected to be made during that meeting. Administrator Fuller also shared an update from his monthly coordination meeting with local municipalities, stating that Oshkosh has not yet signed a mutual aid agreement with Lifestar. Additionally, there was discussion regarding user fees, specifically focusing on the language that allows for fluctuations in those fees.
- 2026 general fund budget update
 - The Village did not receive its state revenues until the morning of the meeting. PFC was presented with a draft review of the 2026 General Fund Budget. Administrator Fuller provided an overview of the budget's structure, including projected revenues and expenditures. The committee reviewed the budget packet, which included the following high-level summary:
 - The General Fund is balanced, with no deficit projected. Includes reserves for flexibility.
 - Police, Administration, and Public Works are the three largest spending areas.
 - Parks, Library, and Public Works bring in substantial outside revenues, reducing reliance on the General Fund.
 - Smaller departments (Village Board, Court, Cemetery, Economic Development) together account for a small fraction of overall spending.

- Administrator Fuller also discussed what the trustees will expect in the Board Workshop. They will receive a binder of all BOES to help the Board understand the budget requests.
- Trustee Krings inquired about if the Village has considered becoming a city. Administrator Fuller described the benefits of being a village vs a city and past considerations around this topic. In Administrator Fuller's opinion, there is limited benefit to the Village considering becoming a city.
- Business update
 - Administrator Fuller recently met with interested developers for new housing opportunities in the Village.
 - PFC to receive additional information as Administrator Fuller can review the initial interest. Administrator Fuller will be scheduling meetings with Switchgear to discuss land development and futures plans.
 - Administrator Fuller Connected Steve Brooks with GOEDC for childcare grant opportunities.

Old Business

None.

New Business

Motion by Bouras, Second by Krings to move into closed session pursuant to Wisconsin State Statute 19.85(1)(c) to consider employment, promotion, or performance evaluation data of public employees

Motion passes by voice vote 3-0-0

- Approval of Closed Session Minutes from August 18th, 2025
- Treasurer compensation and benefits

Motion by Krings, Second by Bouras to move into open session.

Motion passes by voice vote 3-0-0

Motion by Bouras, Second by Krings to approve adjustments to Village Treasurer's compensation & benefits as presented.

Motion passes by voice vote 3-0-0

Set next meeting date:

October 13th at 12:00pm

Adjourn

Motion by Bouras, Second by Krings to adjourn the meeting.

Meeting adjourned at 1:45pm.

Motion passes by voice vote 3-0-0