



VILLAGE OF WINNECONNE

The Community of Opportunity

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Minutes

Village Board

Tuesday, November 18th, 2025, 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 (absent), Boucher (present)

Pledge of Allegiance said in unison.

Regular Business

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

- October 31, 2025, Treasurer's Report/Budget Comparisons
- October 2025, Check Register

Motion passes by roll call vote: Bouras (aye), Stelzner (aye), Janikowski (aye), Krings (aye), Olson (aye), Boucher (aye) 6-0-0

Motion by Bouras, Second by Krings to approve October 21st, 2025, Village Board meeting minutes

Motion passes by voice vote: 6-0-0

Communications

None.

Public Participation

None.

Administrator's Report

- **Business Update**
 - Administrator Fuller held several meetings and working groups on the reflections related to Village owned property, which had environmental considerations due to historical use.
 - Connected with GOEDC; the cost to remediate environmental considerations can be extensive, and Administrator Fuller is actively working this piece to understand the full impact to the land.
 - Three developers are currently working through the development process as it relates to new construction opportunities in the Village.
 - Administrator Fuller continues to review economic development strategies, while seeking grant opportunities to support comprehensive plans.
- **Operations Update**
 - Internal policies have been published and a physical copy is at the Customer Service Representative desk upon request.

- CIP considerations have been refreshed and will be available to the public during the budget approval hearing.
- Internal department audits to begin.
 - Administrator Fuller noted the team is at the place where audits can begin with each department; the audit will be comprised of a review of 5 key areas. The Administrator noted the importance of completing the audit at the end of the year so that the team is starting on a fresh page for the new year. Department heads will bring findings to applicable committees.
- Personnel considerations will be addressed by department in committee reports.
- **Key Meetings & Events**
 - Administrator Fuller met with the Battle on 'Baygo team; an opportunity exists to have the Parks department team up with the group to add features to the boat wash station.
 - Developer meetings continue.
 - Contractor & Partnership start of work meetings.
 - County Comprehensive Plan meetings.
 - Winnebago County is talking through a resolution to create a 0-2% housing initiative loan program; it was requested that the County supervisors use the interest that was earned through the Spirit Fund to be used in this loan program. According to Administrator Fuller, this initiative will help to address the shortage of housing and will help to bridge the gap.
 - Municipal executive leaders meetings.
- **Finance Update**
 - According to Treasurer Schoenberger, the overall budget is at 71.4% currently, noting that the Village was at 75.5% at the same time last year.
 - Administrator Fuller provided an update on the public budget hearing. Originally to be held at this Village Board meeting, the meeting will now be on December 4th at 6:15pm, so that the community can support the State-bound Winneconne football team. The updated time has been published in the newspaper and on the website.

Committee Reports

Beautification – Trustee Stelzner shared that the Beautification Committee met to discuss the Christmas parade as well as the possibility of a new mural in the Village. She thanked the Public Works department for their effort in putting up the new holiday banners.

Cemetery – The Cemetery Board met on Nov 3rd and reviewed the damage to headstone policy. The group also discussed digitization of cemetery records, updating the cemetery website page, and finalized the Memorial Day checklist. Trustee Krings shared the Cemetery Board is eager to get a new sign with updated verbiage in the next budgeting cycle.

Fire District – The Fire Commission met on November 10th, noting the budget is tracking as expected. HexCo is sponsoring an ice fishing safety event, in which the Fire District will be participating in on December 6th, which will include a shore-based rescue demonstration.

The ice boat will soon be taken out of storage and into the firehouse to do maintenance/upkeep/electrical work; the team will continue to utilize this boat until completely trained and comfortable with the 1,000-island boat. Overall run numbers are up this year; fire calls are up this year as well as more carbon monoxide false alarms. January 12th is next meeting.

Historic Preservation – Trustee Miller was not present; contact Trustee Miller for any inquiries about the Historic Preservation committee.

Library – The Library Board meets next Monday. According to Director O’Neal, the Friends of the Library bingo event is cancelled to allow the community to support the Winneconne football team. The library hosted a Kid’s Makers Market, where kids were able to bring homemade goods and had an opportunity to learn about counting and exchanging money; the event was a success with over 110 adults attending the market, and every kid made over \$100. The library also hosted the area homeschool group – Director O’Neal thanked Public Works Director Mankiewicz and Chief Sauriol for supporting the event by sharing career insights. The winter reading program kicks off soon.

Parks – Public Works Director Mankiewicz stated that all parks have now been fully winterized for the season. The committee approved a blue and gray color scheme for the newly donated beach house at Marble Park, which will be presented to the Board.

Contracted removal of dead ash trees has begun at both Lake Winneconne Park and Marble Park. The committee also reviewed the results of the 2025 park shelter rental surveys, with insights informing process improvements for the 2026 rental season. The Committee will reconvene on December 9 at 5:30 p.m.

Personnel & Finance – The PFC met to give an initial review of the proposed 2026 budget. The committee reviewed the public presentation to be presented at the public hearing. The proposed budget will be reviewed by the Board on December 4th.

Plan Commission – The Planning Commission briefly reviewed the Wolf Run Estates Lot 26. Additionally, the group reviewed future land use development updates and economic development strategy updates.

Public Safety – The police department completed active shooter training at the elementary school, with the Administrator and Treasurer attending to support as volunteers. The purpose of this training is to refine skills that most officers may have only gotten to practice at academy. For the demonstration, the police department used simunition rounds, which are similar to paintball rounds. Administrator Fuller noted that the training ensures that in the event of an active shooter, the team will be able to pull from the training to react in a trained and confident manner. Christmas Crusade is up and running for this year.

Public Works – Public Works Director Mankiewicz reported that the Celebration of Lights Parade will be held on Saturday, December 13, beginning at 4:30 p.m. Curbside leaf pickup is still underway, with the final collection taking place during the last week of November.

The committee also announced that Tyler Gerritts has accepted the field supervisor position and began work on November 17, 2025. On October 30, crews responded to three water main breaks—two at Division Street and N. 3rd Street and one at Prospect and N. 2nd Street—and restored water to all affected residents by approximately 4:30 a.m. The next meeting is scheduled for December 8 at 10:30 a.m.

SWEMS – Trustee Bouras provided an update on the progress of SWEMS to find an appropriate location for the ambulance station, noting that the location has not yet been fully finalized.

Old Business

None.

New Business

Motion by Janikowski, Second by Olson to amend ordinance Article II. Village Administrator-Economic Development Coordinator, § 111-12(m) General duties to allow Zoning Administrator role delegation

Administrator Fuller stated that this amendment will allow for the Administrator to delegate the role of Zoning Administrator to the appropriate department head, with approval of the Village Board. This amendment aligns with additional references under the Zoning Administrator ordinance which already states that delegation is allowable with Village Board approval.

Motion passes by voice vote: 6-0-0

Motion by Krings, Second by Stelzner to approve the color scheme for the new beach house at Marble Park

The Parks committee suggested the blue and gray color scheme after reviewing three options. The rendering is available for viewing in the Village Board packet.

Motion passes by voice vote: 6-0-0

Motion by Stelzner, Second by Bouras to change the Mobile Food Vendor permit fee to \$150.

Motion fails by roll call: Bouras (aye), Stelzner (aye), Janikowski (aye), Krings (nay), Olson (nay) Boucher (nay) 3-3-0

Trustee Stelzner requested that a review of the Mobile Food Vendor permit fee be addressed; Trustee Stelzner stated she believed the fee was not properly tied to the administrative costs associated with the issuance of the permit. Administrator Fuller noted a correction to be made in the packet materials for this motion; any consideration that said Planning Commission and Personnel and Finance Committee review should not be included as these are not requirements of the permit review process, stating that the ordinance does not reflect that the permit needs to be reviewed by these committees. The Administrator reminded the Board that the most permits to be issued in a year is 3. In May 2025, the Board unanimously voted for \$500 permit fee. Trustee Stelzner reiterated her opinion that when the Board voted on the \$500 fee, that they did not fully understand the administrative costs associated with the new permit. Trustee Stelzner stated that she did not believe the Board's time should be figured into fee. Attorney Wade additionally noted that the activity cost doesn't add any cost for legal review; Treasurer Schoenberger noted that the fees only take into consideration staff time. Administrator Fuller reviewed the three situations – the best case, likely and extensive situations. In Administrator Fuller's experience, it is highly unlikely that a permit will be returned to the Village fully complete and accurate the first time, which will cause additional staff time to review and correct. Administrator Fuller also noted that tasks take longer dependent on the capability and efficiency of the staff completing the permit review. Trustee Stelzner made a motion to 150 dollars for an annual fee, however the motion failed by a tie vote.

The motion was then changed to amend the permit fee to \$300 with a motion by Krings, seconded by Janikowski to approve the new fee.

Motion by Krings, Second by Janikowski to change the Mobile Food Vendor permit fee to \$300.

Motion passes by roll call: Bouras (nay), Stelzner (nay), Janikowski (aye), Krings (aye), Olson (aye) Boucher (aye) 4-2-0

Motion by Bouras, Second by Krings to approve the Police Union WPPA tentative agreement as presented

The Police Union WPPA agreement passed with a unanimous vote. Refer to the memo from the packet for the exact description of the agreement.

Motion passes by roll call vote: Bouras (aye), Stelzner (aye), Janikowski (aye), Krings (aye), Olson (aye), Boucher (aye) 6-0-0

Motion by Janikowski, Second by Olson to move into closed session pursuant to Wisconsin State Statute 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The items for closed session discussion are:

Motion passes by voice vote: 6-0-0

- Overview and discussion regarding offers and strategies related to Village owned property

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

Motion passes by voice vote: 6-0-0

Confirm next meeting

Thursday, December 4th, 2025, 6:15 pm – Village Hall Board Room – Budget Hearing

Tuesday, December 16th, 2025, 5:30 pm – Village Hall Board Room

Adjourn

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

Motion passes by voice vote: 6-0-0

Meeting adjourned at 6:36pm.