

**AGENDA: SPECIAL BOARD MEETING**  
**Chamber Room at 425 Water Street, Lomira**  
**August 24, 2022 6pm**

Call to Order

Roll Call

Consider convening in closed session per WI Stats. 19.85(1)(c) to discuss personnel concerns and employee evaluation with the Administrator-Clerk-Treasurer and then reconvene in open session thereafter to adjourn the special meeting

Adjourn

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**AGENDA: STREETS, UTILITIES & SOLID WASTE COMMITTEE**  
**Chamber Room at 425 Water Street, Lomira**  
**August 24, 2022 6:30pm**

The committee will meet to discuss the Church Street repave project with recommended options to replace sewer and water lines and discuss options to replace the SCAG mower

A quorum of the Village Board trustees may be present at this committee meeting for the purpose of gathering information and possible discussion on items listed on this agenda. However, unless otherwise noted in this agenda, no official action by the Village Board will be taken at this meeting.

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**AGENDA: LOMIRA VILLAGE BOARD MEETING**  
**Chamber Room at 425 Water Street, Lomira**  
**August 24, 2022 7:30pm**

Call to Order

Roll Call

Pledge of Allegiance

Consider agenda as presented

Consider minutes of previous meeting

Appearances and public comment (limited to 2 minutes per person)

Aidan Keiler – park benches donation

Joe DeYoung of MSA to present update on the Church Street project and recommended options to replace sewer and water lines

Consider plan for Church Street sewer and water line replacement project

Consider budget planning, budget forecasts and options

Consider filling the vacant Public Works Laborer position

Consider SCAG mower replacement

Consider PD purchase request for squad radar unit to be funded from general fund and crime prevention fund in an amount not to exceed \$3,600

Consider granting a temporary Class B retailer's license to Rocko's MS Fundraising Group for September 9-11 to sell at the Lomira Athletic Fields

Committee Reports:

Fire & PD: FD staffing update

Technology Committee: schedule meeting to discuss firewall updates and network segregation

Consider convening in closed session per WI Stats. 19.85(1)(e) to discuss negotiations regarding the police officers' union and then reconvene in open session

Consider 2022-2025 Labor Agreement between the Village of Lomira and Lomira Police Officers Association Local 327 of the Labor Association of Wisconsin, Inc.

Consider convening in closed session per WI Stats. 19.85(1)(c) to discuss personnel concerns and then reconvene in open session to adjourn

Adjourn

Jenna Rhein  
Village of Lomira Administrator-Clerk-Treasurer

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VILLAGE OF LOMIRA SPECIAL BOARD MEETING MINUTES  
AUGUST 24, 2022

This meeting was called to order at 6pm by President Donald Luedtke.

Attendance: Eric Kohlmann, Jessica Loomans, Donald Luedtke, Gary More, Rick Pribnow, Scott Ritger

Absent: Jennifer Priesgen

Public Attendance: Jenna Rhein

Motion by Tr. Ritger, seconded by Tr. More to convene in closed session per WI Stats. 19.85(1)(c) to discuss personnel concerns and employee evaluation with the Administrator-Clerk-Treasurer and then reconvene in open session thereafter to adjourn the special meeting. Motion carried by roll call vote.

Motion by Tr. Ritger, seconded by Tr. Kohlmann to adjourn special meeting at 6:38pm. Motion carried.

Jenna Rhein  
Village of Lomira Administrator-Clerk-Treasurer

STREETS, UTILITIES & SOLID WASTE COMMITTEE MEETING MINUTES  
AUGUST 24, 2022

This meeting was called to order at 6:40pm by Chairman Gary More.

Attendance: Gary More, Rick Pribnow, Scott Ritger

Public Attendance: Keith Joas, Tony Schraufnagel, Eric Kohlmann, Donald Luedtke, Nick Roskopf, Jenna Rhein

The 2025 WI Dept. of Transportation repave road project on Church Street was discussed. Since the State will be repaving the road, it is an opportunity for the Village to replace old, failing water and sewer mains along Church Street. The Village has two options when replacing sewer and water mains: 1) replace the mains one year ahead of the State repave project. This will allow the "fill" to settle and end up with a better product/main protection overall, the Village will have control over main replacement project from bidding to expectations to pricing, and there is expected to be approximately 20% grant funding if eligible. However, if the Village replaces the mains ahead of the State repave project, we are disturbing the roadway two times which could lead to resident/business/traffic frustrations, and the cost is slightly higher than partnering with the State; or option 2) replace the mains in conjunction with the State repave project. This will allow only one time of disturbance to residents/businesses/traffic and is slightly less expensive than option #1. However, it is too soon to tell what/if grants will be available and the State will have full control of the project – from bidding to expectations to pricing. Nick Roskopf presented cost estimates of the two options. MSA estimates option #1 at \$2.3mil and option #2 at \$2.2mil. The committee agreed to make recommendation to the Board to wait on a decision until we know our grant score. Applications for the grant are due by the end of October.

The committee also discussed replacing the SCAG mower. SCAG has generously offered the Village to use a new mower each year for several years, at no cost to the Village. However, SCAG recently pulled the mower so they can use the prototype to experiment/create upgrades on the model. The Village does not own a commercial mower; therefore, it is necessary to replace the SCAG. Nick Roskopf reported DPW is currently renting mowers to get through the grass-cutting season. Nick and Keith Joas are also researching new and used mowers.

At the previous Board meeting, the Board authorized DPW to spend no more than \$6,500 for a commercial mower that Nick and Keith rented and were interested in purchasing. Unfortunately, the sale of that particular mower fell through.

Tony Schraufnagel of Schraufnagel Implement provided information of the pros and cons of various mowers he has on hand, has allowed the Village to demo, and mowers he can get in stock. Pricing ranges from approximately \$8,000 to \$32,000 for commercial mowers.

Nick reported there is a shortage of good, used commercial mowers and the search has been difficult. Tony confirmed this. Nick then reported the DPW is renting a SCAG Cheetah mower from Knowles Produce & Trading Company and the crew is content with the mower. This particular mower is for sale for \$4,950.

Nick expressed his concern that one used commercial mower may not be enough to maintain the properties of the Village, especially if SCAG cannot offer a commercial mower in the Spring. In the past, SCAG has provided two commercial mowers which allowed the crew to work efficiently. He recommends if SCAG cannot provide a mower, then the topic of purchasing another commercial mower will most likely have to be revisited next year.

Motion by Tr. Ritger, seconded by Tr. Pribnow to adjourn the committee meeting at 7:15pm. Motion carried.

Jenna Rhein  
Village of Lomira Administrator-Clerk-Treasurer

VILLAGE OF LOMIRA BOARD MEETING MINUTES  
AUGUST 24, 2022

This meeting was called to order at 7:30pm by President Donald Luedtke.

Attendance: Eric Kohlmann, Jessica Loomans, Donald Luedtke, Gary More, Rick Pribnow, Jennifer Priesgen, Scott Ritger

Public Attendance: several Village and non-Village residents, Aidan Keiler, Bryan Frank, Keith Joas, Nick Roskopf, Jenna Rhein

Motion by Tr. Ritger, seconded by Tr. Priesgen to approve the agenda as presented. Motion carried.

Motion by Tr. Ritger, seconded by Tr. More to dispense reading of the previous meeting minutes and approve as emailed. Motion carried.

Aidan Keiler presented and proposed his plan to provide a few park benches along the pond at Sterr Park. Aidan is an Eagle Scout and proposed this project to benefit the community. The Board unanimously approved and appreciate Aidan's endeavors for the Village. Aidan expects the benches to be built and placed at the pond around October.

In public comment, Dino Claraco expressed concern regarding the budget constraints, history of hiring the fourth full-time police officer, and wage increases given to staff and Jenna Rhein. Tr. Kohlmann stated the funding for an additional police officer was stipulated under the condition that in 2020 the Board could afford it for two years and then a referendum would need to be passed. He also stated that a referendum was not publicly favored as the Board discussed the topic in 2021. He further stated that the promotion given to Jenna Rhein was as such and not adding a new employee.

Deb Janke expressed concern regarding the School Resource Officer (SRO) position and that the school has offered a significant amount of funding to maintain the SRO position. She further expressed that children are different than years before. Kids are anxious every day and are informed of the risks. Tr. Ritger stated that the elimination of the SRO position has never been considered, the funding provided by the school is appreciated and the program will remain.

Jon Krentz presented concerns regarding the SRO position and possibly cutting the PD Administrative Assistant position to part-time, staffing three full-time officers instead of four full-time officers. Tr. Kohlmann responded only three years ago the Village had three full-time officers and coverage levels would be at that time. Sgt. Wheeler stated there were part-time officers staffed three years ago and since then those positions have been eliminated and exchanged for a full-time officer. Connie Krueger reported that three years ago the Board instructed Chief to hire the full-time officer to replace the part-timers and that it is difficult to find part-time officers. Ron Tagliapietra provided written input regarding PD staffing, hours of coverage and staffing level comparables.

Jennifer Adelmeyer related her appreciation for the PD support at St. John's school and that training for emergency situations is vital.

Motion by Pr. Luedtke, seconded by Tr. More to amend previous acceptance of the agenda as presented and revisit the next item on the agenda later due to Joe DeYoung of MSA not being available at the moment. Motion carried.

Motion by Pr. Luedtke, seconded by Tr. Priesgen to skip the next topic on the agenda and revisit later. The next topic is to consider the plan for Church Street sewer and water line replacement project. Motion carried.

Motion by Tr. Ritger, seconded by Tr. Priesgen to skip the next agenda item of considering the budget planning, budget forecasts and options to later in the meeting due to visiting topics that can easily be interrupted as the Board is waiting for Joe DeYoung of MSA to call in and be available for the meeting. Motion carried.

Motion by Tr. Ritger, seconded by Tr. Pribnow to not fill the vacant Public Works laborer position at this time. Tr. Priesgen stated she would like to have a little more time to see how the department operates with a crew of four before making a position to fill the vacancy. Tr. Kohlmann agreed but would like to see part-time/seasonal. Motion by Pr. Luedtke, seconded by Tr. Priesgen to table consideration of filling the vacant Public Works position until instructed to be added to a future agenda. Motion carried with Tr. Pribnow and Tr. Ritger nay.

Motion by Tr. Priesgen, seconded by Pr. Luedtke to authorize the Director of Public Works to purchase a used commercial mower from DPW Equipment Savings fund for \$5,000 or less. Motion carried. Tr. More reported this is the recommendation from the Streets Committee and the DPW crew is currently renting a mower that will be a good replacement within this price point.

The Board circled back to the seventh item on the agenda: Joe DeYoung of MSA to present update on the Church Street project. Joe DeYoung joined the meeting via phone and provided a summary of the options that were discussed in the Streets Committee meeting. Nick Roskopf recommends the Village replace the sewer and water mains ahead of the DOT project in 2025. Joe DeYoung reported that MSA will complete the application for grant funding and noting that manholes will need to be brought up to code during this project. Nick recommended further research into having the laterals along Church Street be replaced, but this is at an expense to the property owner. He noted that in 2019 the lines were televised with no major leaks, but there were several concerning flat spots in the laterals. Joe further confirmed the DOT is requiring, if the Village replace sewer and water prior to repave, the Village will need use select 'fill' for a temporary road. After further discussion, the Board directed Joe DeYoung to communicate with the DOT to possibly negotiate their stipulations on fill for a temporary road, which if altered, could provide more of a cost savings for the Village if the sewer and water project was completed before the State repave project.

The Board further discussed the budget planning, budget forecasts and options as previously discussed at the previous meetings and public forum. Tr. More presented an option #6 which includes staffing four full-time PD officers with includes one full-time Chief, a full-time PD administrative assistant, no expenditure increase except for wages (3.6% for officers), staffing four full-time DPW workers, 3.6% wage increase for DPW laborers, deputy clerk-treasurer, 1.45% wage increase to DPW director, small savings for PD, FD and DPW, \$18,000 for road projects funded by the wheel tax, no increase in library funding, and provide Theresa with police protection the same as Lomira for \$180,000. This results in approximately \$80,000 surplus to work with.

Tr. Kohlmann offered option #7 while being conscience on how the Village maintains whatever decision is made. He summarized that the general concern expressed at the most recent Board meetings is in PD coverage, and with that being the main concern expressed, it may be beneficial to bring back a negotiation with Dodge County Sheriff's office. Dodge County could provide dedicated officers to the Village, much like current staffing, with more coverage and for less of a cost. Tr. Kohlmann also noted that possibly there are other ways to put the Village in a better financial direction. One option would be to close the pool, however, due to a recent community survey, that is not a favorable option. Tr. More also proposed option #8 in which the Village may go to referendum in 2023 to maintain current PD staffing, since that was the original plan when hiring the fourth full-time officer.

After further discussion, the Board took an unofficial vote to direct Jenna Rhein to investigate further option #5 with plans for part-time DPW and part-time PD officers included and plans for a Spring 2023 referendum. Option #5 includes staffing three full-time PD officers (which includes a part-time SRO and a full-time PD administrative assistant), no expenditure increases except for wages, staffing 4 full-time DPW, small savings in PD, FD and DPW, \$18,000 for road projects funded by wheel tax and no increase in library funding.

There was no motion to consider the PD purchase request for squad radar unit to be funded from the crime prevention fund in an amount not to exceed \$3,600. As part of the asset policy, any purchase request over \$5,000 must be approved by the Board; Jenna Rhein mistakenly thought the threshold was \$2,500.

Motion by Pr. Luedtke, seconded by Tr. Kohlmann to grant a temporary Class B retailer's license to Rocko's MS Fundraising Group for September 9-11 to sell at the Lomira Athletic Fields. Motion carried.

Jenna Rhein provided an update the there has been some recent changes in the FD staffing. A vacancy was created with an officer stepping down. Chief Joas provided information to the Board regarding the steps of such resignation and the newly appointed replacements in various office positions at the fire department.

The Technology Committee will meet on August 31 at 8am to discuss firewall updates and network segregations.

Motion by Tr. Priesgen, seconded by Tr. Ritger to move to closed session per WI Stats. 19.85(1)(e) to discuss negotiations regarding the police officers' union and then reconvene in open session. Motion carried by roll call vote.

Motion by Tr. Ritger, seconded by Tr. Priesgen to approve the updated draft of the 2022-2025 Labor Agreement between the Village of Lomira and Lomira Police Officer's Association Local 327 of the Labor Association of Wisconsin, Inc. as dated August 24, 2022. Motion carried by roll call vote. The agreement will go into effect once signed by both parties.

Motion by Tr. Priesgen, seconded by Tr. More to convene in closed session per WI Stats. 19.85(1)(c) to discuss personnel concerns and then reconvene in open session to adjourn. Motion carried by roll call vote.

Motion by Tr. More, seconded by Tr. Kohlmann to adjourn at 1 1pm. Motion carried.

Jenna Rhein  
Village of Lomira Administrator-Clerk-Treasurer