

**VILLAGE OF PEWAUKEE
REGULAR VILLAGE BOARD MINUTES
OCTOBER 7, 2025**

https://www.youtube.com/live/dEJ7utC_EcM?si=8HA5_JRI9o-ImwRb

1. Call to Order, Pledge of Allegiance, Moment of Silence, and Roll Call

President Knutson called the meeting to order at approximately 6:00 p.m. The Pledge of Allegiance was recited, followed by a moment of silence.

Roll Call was taken with the following Village Board members present: Trustee Bob Rohde, Trustee Kelli Belt, Trustee Rachel Pader, Trustee Kristen Kreuser, Trustee Jim Grabowski; and President Jeff Knutson.

Excused: Trustee Nick Stauff

Also Present: Public Works Director, Dave Buechl; Public Works Supervisor, Jay Bickler; Village Attorney, Matt Gralinski; Village Administrator, Matt Heiser; Village Clerk, Jenna Peter.

2. Public Hearings/Presentations

a. Announcement Regarding Village Hall Front Counter Closure on October 20, 2025.

Administrator Heiser discussed celebrating his one-year anniversary at the Village with the coworkers in the office. His request includes a team lunch that would be off-site and require closing the office during that time. There will be notice to the public about the closure.

3. Approval of Minutes of Previous Meeting

a. Minutes of the Regular Village Board Meeting – September 16, 2025

Trustee Kreuser moved, seconded by Trustee Pader to approve the September 16, 2025, minutes of the Regular Village Board meeting as presented.

Motion carried 5-0.

Trustee Grabowski Abstained.

4. Citizen Comments – None.

5. Ordinances – None.

6. Resolutions –

a. Review, discussion and possible action to introduce Resolution 2025-15: A Resolution. To Discontinue a Portion of Quinlan Drive Right-of-Way and Schedule a Public Hearing Thereon.

Heiser explained Cornerstone Development, the developer of The Glen has been working with the Village to develop an existing outlot. The outlot is too small to be developed under the current Village Code. The request was for the Village to vacate a section of right-of-way to The Glen. It has gone before the Plan Commission and Public Works & Safety, both recommended approval.

Attorney Gralinski clarified that the Board needs to schedule public hearing for the Resolution and Staff will notify the property owner.

Trustee Grabowski moved, seconded by Trustee Rohde to introduce Resolution 2025-15 and schedule the public hearing for November 18th, 2025.

Motion carried 6-0.

7. Old Business –

a. **Review, discussion and possible action on 2026 budget proposals for the Village.**

Heiser summarized certain 2026 budget proposals including a wage study and capital needs for the sewer and water utilities.

No action taken.

b. **Review, discussion and possible action on a proposal to archive social media.**

Clerk Peter presented research from questions raised from the September 16, 2025, Board meeting.

President Knutson voiced his concerns with Trustees responding to social media posts and would prefer the responses be limited to the Administrator or Clerk.

Trustee Grabowski stated he would prefer the Standard Plan which flags potentially offensive content.

Trustee Grabowski moved, seconded by Trustee Rohde to approve the social media archiving for the Standard Plan for the Village.

Motion carried 6-0.

8. New Business

a. **Review and discussion on recent activity of the Pewaukee Lake Advisory Board.**

Grabowski updated the Board on the recent activity of the Pewaukee Lake Advisory Board. He explained the Board took an educational approach on the wake boat initiative and posted maps at the boat launch and on websites. He stated Sgt. Twelmeyer asked municipalities to grant power of enforcement for aerators and that will be brought before the Board at a meeting. Grabowski further explained the Board brainstormed ideas to help in case someone were to fall through the ice. Three stations will be set up around the lake that will be anchored to the ice with various safety items available. Per the DNR, Pewaukee Lake would be the first lake in south east Wisconsin to implement something like that.

No action taken.

b. **Review, discussion and possible action on a change order for a DPW vehicle approved in the 2023 budget.**

Heiser explained the amount quoted in 2023 for this vehicle was \$298,733. There was a 2-year delay in the delivery of the vehicle and has since increased \$9,940. Additional safety grab handles and safety lights were also added. The new quote total for the 2025 International Bucket Truck is \$310,748.

Trustee Kreuser asked if the Village looks into refurbished equipment to save on costs.

Supervisor Bickler stated vehicles like this are typically well-used and it's difficult to find a decent used vehicle. However, the Village has saved money in the past by purchasing refurbished equipment.

Trustee Grabowski moved, seconded by Trustee Rohde to approve the change order for the 2025 International Bucket Truck.

Motion carried 6-0.

c. **Review, discussion and possible action to offer vision insurance to Village staff in 2026 from Metlife through the Wisconsin Department of Employee Trust Funds.**

Heiser explained the Village does not currently offer vision insurance. ETF offers vision insurance as part of its health insurance program. The program is at zero cost to the Village with the employees paying 100% of the premium.

Trustee Rohde moved, seconded by Trustee Pader to approve offering vision insurance through Wisconsin Department of Employee Trust Funds through Metlife for Village employees.

Motion carried 6-0.

d. Review, discussion and possible action on an intergovernmental agreement between the Village of Pewaukee and Waukesha County for Recycling Dividends

Director Buechl explained that the County coordinates the recycling process for the municipalities. The County chose Waste Management to process the recyclables. As part of the agreement, each municipality gets a dividend, for example, in 2024 the dividend was approximately \$6,000. The agreement is set to expire and needs to be renewed.

Trustee Rohde moved, seconded by Trustee Grabowski to approve the intergovernmental agreement between the Village of Pewaukee and Waukesha County for Recycling Dividends.

Motion carried 6-0.

e. Review, discussion and possible action on new Class “B” Beer and “Class C” Wine License – Drita’s Deli, LLC – DBA: Drita’s European Market located at 115 Main Street.

Peter explained the business owner had been approved for a full Class B license at a previous Board meeting. The owner has since rescinded his approval and is seeking a Class “B” Beer and “Class C” Wine License instead.

Trustee Grabowski moved, seconded by Trustee Kreuser to approve the Class “B” Beer and “Class C” Wine License for Drita’s Deli, LLC.

Motion carried 6-0.

f. Review, discussion, and possible action on a proposed bonus for the Village Clerk and a proposed wage increase for the Village Mechanic. The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility - specifically regarding the Village Clerk and the Village Mechanic. After conclusion of any closed session, the Village Board will reconvene in open session pursuant to Wis. Statute Section 19.85(2) for possible additional review, discussion, and action concerning this agenda item and to address the remaining meeting agenda.

Trustee Rohde moved, seconded by Trustee Kreuser to enter into Closed Session at approximately 7:02 p.m. Motion carried 6-0.

Trustee Rohde moved, seconded by Trustee Belt to enter into Open Session at approximately 8:13 pm Motion carried 6-0.

Trustee Grabowski moved, seconded by Trustee Pader to approve wages for the Village Mechanic as discussed in closed session.

Motion carried 6-0.

Trustee Grabowski moved, seconded by Rohde to approve wages for the Village Clerk as discussed in closed session.

Motion carried 6-0.

9. Citizen Comments – None.

10. Adjournment

Trustee Grabowski moved, seconded by Trustee Kreuser to adjourn the October 7, 2025, Regular Village Board meeting at approximately 8:14 p.m.

Motion carried 6-0.

Respectfully Submitted,

Jenna Peter
Village Clerk