

**VILLAGE OF PEWAUKEE
REGULAR VILLAGE BOARD MINUTES
NOVEMBER 4, 2025**

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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 Nick Stauff, Trustee Bob Rohde, Trustee Kelli Belt, Trustee Rachel Pader, Trustee Kristen Kreuser, Trustee Jim Grabowski; and President Jeff Knutson.

Also Present: Public Works Supervisor, Jay Bickler; Parks & Recreation Director, Nick Phalin; Village Attorney, Matt Gralinski; Village Administrator, Matt Heiser; and Village Clerk, Jenna Peter.

2. Public Hearings/Presentations – None.

3. Approval of Minutes of Previous Meeting

a. Minutes of the Regular Village Board Meeting – October 21, 2025

Trustee Grabowski moved, seconded by Trustee Kreuser to approve the October 21, 2025, minutes of the Regular Village Board meeting with the correction to the vote tally on item 8c (5-0 instead of 6-0). Motion carried 7-0.

4. Citizen Comments –None.

5. Ordinances –

a. Ordinance 2025-14: An Ordinance to Create Section 21.07 of the Municipal Code of the Village of Pewaukee Regarding Laimon Family Lakeside Park Watercraft Launch Fees and a Penalty for Nonpayment of Fees.

Director Phalin noted that several vendors, primarily commercial entities, have been offering various excuses to avoid paying the boat launch fees. To address this, staff will be reaching out to vendors listed in their records to inform them of the updated payment procedures. Any failure to pay the required fees will result in a citation.

Trustee Kreuser moved, seconded by Trustee Pader to adopt Ordinance 2025-14 as presented. Motion carried 7-0.

6. Resolutions –

a. Review, discussion and possible action on Resolution No. 2025-14 to Amend and Establish Certain Fees Related to Forest Hill Cemetery.

Trustee Kreuser inquired whether a non-resident purchasing a grave site on behalf of a Village resident would be eligible for the resident rate.

Clerk Peter clarified that the fee is based on the purchaser's residency status. Therefore, if the individual buying the grave lot is not a Village resident, the non-resident fee will apply.

Trustee Grabowski moved, seconded by Pader to approve Resolution No. 2025-14 as presented. Motion carried 7-0.

7. Old Business –

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

Administrator Heiser explained there is a very minor adjustment to the budget resulting in a decrease of \$21 in a request from the library. The Joint Parks and Recreation Department provided final revenue and expenditure amounts for 2026. Heiser also included projections for the end of 2025.

No action taken.

8. New Business

a. Review, discussion and possible action to confirm Committee Appointments by the Village President:

1. Aquatic Weed Commission – 1 Member (3-year term)

President Knutson nominated Chris Krasovich.

Trustee Grabowski moved, seconded by Trustee Rohde to approve Chris Krasovich to the Aquatic Weed Commission.

Motion carried 7-0.

b. Review, discussion and possible action to cancel the Village Board meeting on January 6, 2026.

Trustee Kreuser moved, seconded by Trustee Grabowski to cancel the Village Board meeting on January 6, 2026.

Motion carried 7-0.

c. Review, discussion and possible action on the replacement of the temporary median on Capitol Drive and the proposed final length.

Heiser reported that the Village is prepared to replace the temporary median and install concrete barriers to the full length as outlined in the Wisconsin Department of Transportation (DOT) drawings. The DOT has annual funding allocated for safety projects and is proposing to undertake this project in 2026.

Trustee Grabowski expressed concerns about the impact of lengthening the medians per DOT design.

Specifically, it would eliminate: The left turn from Capitol Drive toward Highway 16 and the left turn from Clark Street onto Oakton Avenue. His primary concern with removing these turning options is that it could increase pedestrian safety risks downtown due to higher traffic volumes and limit the Village’s ability to close the beachfront for special events. He advocated for the Village to take control of the project, suggesting that if the Village funds the work, it would retain greater control over the intersection design and functionality.

Attorney Gralinski clarified the Board’s direction that the priority was retaining the left turn from Capitol to eastbound Oakton/Capitol toward Highway 16.

Trustee Grabowski moved, seconded by Trustee Stauff to direct Staff to present an amended drawing to WISDOT for the permanent medians on Capitol and Oakton.

Motion carried 7-0.

d. Review, discussion and possible action on proposed extension of an agreement with the City of Pewaukee for building inspection services. The Village Board of the Village of Pewaukee may enter into closed session pursuant to Wis. Statute Section 19.85(1) (e) for 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, specifically regarding the aforementioned item. 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.

Heiser noted that the current contract between the Village and the City is set to expire at the end of the calendar year. From the Village staff’s perspective, the services provided under the contract

have been satisfactory, and there are no issues to report. The Board did not move into Closed Session.

Trustee Kreuser moved, seconded by Trustee Pader to approve the proposed extension with the City of Pewaukee for building services.

Motion carried 7-0.

e. Review, discussion and possible action regarding occupancy at Simmons Woods Park, PWV 0897984 west of STH 16.

Heiser reported that Simmons Woods Park is divided by Highway 16 with a portion of the park being on the east side of the highway and a portion being on the west side. An individual approached the Village with concerns about a business storing boats in the west section of the park. Heiser noted that there is no formal agreement on file authorizing this use.

Phalin clarified that the business owner claims the boat storage arrangement was based on a “handshake” agreement made approximately 20 years ago.

Gralinski noted the matter is set for Closed Session discussion on litigation operations for resolution.

f. Review, discussion, and possible action on Waukesha County Case 2022-CV-515, WMC v. Village of Pewaukee.

Gralinski briefly explained that this is active litigation that the board has been informed of in the past, and an update will be provided in Closed Session.

g. The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(g) for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically regarding occupancy at Simmons Woods Park, PWV0897984 west of STH 16 and Waukesha County Case 2022-CV515, WMC v. Village of Pewaukee. 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 these agenda items and to address the remaining meeting agenda.

Trustee Rohde moved, seconded by Trustee Stauff to move into closed session at approximately 7:04 p.m. Motion carried on a Roll Call Vote 7-0.

Trustee Grabowski moved, seconded by Trustee Rohde to move into open session at approximately 7:25 p.m.

Motion carried on a Roll Call Vote 7-0.

9. Citizen Comments – None.

10. Adjournment

Trustee Grabowski moved, seconded by Trustee Kreuser to adjourn the November 4, 2025, Regular Village Board meeting at approximately 7:26 p.m.

Motion carried 7-0.

Respectfully Submitted,

Jenna Peter
Village Clerk