

**VILLAGE OF PEWAUKEE
REGULAR VILLAGE BOARD MINUTES
DECEMBER 16, 2025**

<https://www.youtube.com/watch?v=vn8ghNUiKIs>

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: Village Attorney, Matt Gralinski; Village Administrator, Matt Heiser; Village Clerk, Jenna Peter.

2. Public Hearings/Presentations

a. Public Hearing on Resolution 2025-18 to Establish the Polling Place for All Wards for Elections Commencing in 2026.

No Comments.

3. Approval of Minutes of Previous Meeting

a. Minutes of the Regular Village Board Meeting – December 2, 2025

Trustee Pader moved, seconded by Trustee Grabowski to approve the December 2, 2025, minutes of the Regular Village Board meeting as presented.

Motion carried 7-0.

4. Citizen Comments – None.

5. Ordinances –

a. Review, discussion and possible action on Ordinance 2025-19, An Ordinance Amending and Creating Salary Ranges for Village Employees.

Trustee Grabowski moved, seconded by Trustee Rohde to approve Ordinance 2025-19 as presented.

Motion carried 7-0.

6. Resolutions –

a. Review, discussion, and possible action on Resolution 2025-18 to Establish the Polling Place for All Wards for Elections Commencing in 2026.

Trustee Stauff moved, seconded by Trustee Pader to approve Resolution 2025-18 as presented.

Motion carried 7-0.

7. Old Business – None.

8. New Business

a. Review, Discussion, and Possible Action on the Appointment of Election Inspectors for the 2026-2027 Election Cycle.

Trustee Grabowski moved, seconded by Trustee Rohde to approve the appointment of the Election Inspectors for the 2026-2027 Election Cycle.

Motion carried 7-0.

b. Review, Discussion, and Possible Action on New Class “B” Beer License – Sal’s Pizza Restaurant Inc. DBA: Taqueria Don Chava located at 220A Oakton Ave.

Trustee Grabowski asked that the applicant be informed that a Class “C” win license is also available to them.

Clerk Peter responded that the applicant has been advised of that.

Trustee Grabowski moved, seconded by Trustee Pader to approve Class “B” Beer License with the Clerk’s conditions that all fees are to be paid before the issuance of the license.

Motion carried 7-0.

c. Review, discussion and possible action on a Joint Powers Agreement with Waukesha County regarding the use of a 911 System.

Trustee Kreuser moved, seconded by Trustee Rohde to approve the Joint Powers Agreement with Waukesha County for the use of a 911 System.

Motion carried 7-0.

d. Review, discussion and possible action on an agreement with Siepman Development Company and Joe Grash Development, LLC to reimburse for a portion of fees for a planning study on W. Wisconsin Avenue/Lakefront Park.

Trustee Rhode referenced a League of Wisconsin Municipalities article and stated that the proposal represents an opportunity to begin development of downtown as a social gathering space and to support community engagement.

Trustee Stauff asked whether the proposal was conceptual in nature.

Grabowski described the proposal as a kick starter discussion aimed at creating a cohesive lakefront downtown. He noted a prior UW capstone project re-envisioned the downtown, but its scope was not financially feasible.

Rohde stated that interested parties are looking to support the effort, noting that successful businesses strengthen the Village’s tax base.

Trustee Grabowski moved to approve an agreement with Siepman Development Company and Joe Grash Development, LLC to reimburse a portion of planning study fees for W. Wisconsin Avenue/Lakefront Park

Trustee Grabowski amended the motion to include “not-to-exceed amount of \$11,000.” Seconded by Trustee Rohde.

Administrator Heiser added that the Parks & Recreation Director Phalin supports the concept but expressed caution regarding funding, noting it is an unbudgeted expense.

Rohde noted opportunities to improve the lakefront, riverwalk, and accessibility from Koepp Park.

Trustee Kreuser advised during development discussions, it would be her preference to avoid stating definitively that the street could not be closed. She emphasized the importance of not proceeding in a manner that would permanently alter the Village’s trajectory without first fully considering all available options, including potential street closure in the future.

Motion carried 7-0.

e. Review, discussion and possible action for monthly approval of checks and invoices for all funds from November, 2025.

Trustee Rohde moved, seconded by Trustee Stauff to approve all funds except for the Library for November 2025.

Motion carried 7-0.

Trustee Kreuser moved, seconded by Trustee Pader to acknowledge the Library funds for November 2025.

Motion carried 7-0.

f. Review, discussion, and possible action on Waukesha County Case 2024-CV-1584, WMC et. al v. Village of Pewaukee et. al.

Gralinski explained that the item was placed on the agenda in anticipation of a decision; however, the judge has not yet issued a ruling. No closed session discussion was necessary at this time, though the Board may consider entering closed session to discuss the other items slated for closed session.

No action taken.

g. Review, discussion and possible action on the annual performance evaluation of the Village Administrator.

Rohde stated that all Trustees have provided their input with him and that further discussion regarding compensation will occur in closed session.

h. 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 Administrator. 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 Pader to move into closed session at 6:25 p.m.

Motion carried 7-0.

Trustee Pader moved, seconded by Trustee Rohde to move into open session at 7:26 p.m.

Trustee Stauff moved, seconded by Trustee Grabowski to approve the compensation discussed in closed session for the Village Administrator.

9. Citizen Comments – None.

10. Adjournment

Trustee Kreuser moved, seconded by Trustee Pader to adjourn the December 2, 2025, Regular Village Board meeting at approximately 7:27 p.m.

Motion carried 7-0.

Respectfully Submitted,

Jenna Peter
Village Clerk