

**VILLAGE OF PEWAUKEE  
REGULAR VILLAGE BOARD MINUTES  
JUNE 17, 2025**

<https://www.youtube.com/live/GgFy4uyzfqA?si=ckOKMjzLrHdDhyfr>

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

**2. Public Hearings/Presentations –**

**a. Presentation of the 2024 Village audit results by Baker Tilly.**

John Rader and Leah Gaffney with Baker Tilly presented the financial highlights of the Village' General Fund. Highlights discussed included: revenues that came in over budget, expenditures were over slightly, the utility fund and the Laimon Fund. Mr. Rader concluded that the General Fund has been very stable, and he has no concerns.

**3. Approval of Minutes of Previous Meeting**

**a. Minutes from the Special Village Board Meeting – June 3, 2025**

**Trustee Belt moved, seconded by Trustee Rohde to approve the June 3, 2025, minutes of the Special Village Board meeting as presented.**

**Motion carried 7-0.**

**b. Minutes from the June 3, 2025, Regular Village Board Meeting.**

**Trustee Rohde moved, seconded by Trustee Grabowski to approve the June 3, 2025, minutes of the Regular Village Board meeting as presented.**

**Motion carried 7-0.**

**4. Citizen Comments**

**Tim Steidl @ Myxn Lakeside 145 W Wisconsin Ave** – Mr. Steidl spoke about the parking concerns downtown. He believes there should be more signage to direct people to park in the municipal lots. He stated the need for more handicap spots. Mr. Steidl also stated he would like to offer a valet service for his patrons and would love to see a boardwalk be installed.

**Lowell Geithman @526 Greenwood Court** – Mr. Geithman spoke about the Village tree in his front yard. The tree's roots are tearing up his yard. He would like consideration for the tree to be removed.

**Chris Krasovich @ 1055 Oak Circle** – Ms. Krasovich stated she understands that there has been a lot of noise making from the beach recently. Most of the complaints are concerning teenagers' behavior and playing football on the beach. She feels this is a wholesome activity when they could be doing many other things. She stated they do still need to show respect, but respect is not ordinance-driven, it is common sense-driven. Ms. Krasovich further stated there are families at the beach every day enjoying themselves

and does not believe businesses are hurting from the busy beach.

**Eli Kelling @ 571 E Wisconsin Ave-** Mr. Kelling stated he had put together something to say about the beach, but said Ms. Krasovich put it very eloquently. He thanked the Village for their time put into this issue.

5. **Ordinances** – None.

6. **Resolutions**–

- a. **(This agenda item to be addressed after Agenda Item 8a is addressed.) Discussion, review and possible action to approve Resolution 2025-09: A Preliminary Resolution to assess for sidewalk removal and replacements in 2025 Road and Utility Improvements project.**

Director Buechl explained the Village has an ordinance that allows for us to remove and repair sidewalk. There is a total of 6 parcels along Capitol Dr and W. Wisconsin Ave that are scheduled to be replaced in front of the property where sidewalk was determined to be in poor condition. Buechl has met with the property owners so they are aware of the project and the sidewalk repair. He is hoping the project will start mid-July.

**Trustee Grabowski moved, seconded by Trustee Kreuser to approve Resolution 2025-09 as presented. Motion carried 7-0.**

- b. **Review, discussion and possible action to approve Resolution 2025-10: A Resolution Regarding the Wisconsin Department of Natural Resources Reporting Year 2024 Compliance Maintenance Annual Report.**

Administrator Heiser wanted to recognize Shawn Tremain for his hard work on this report.

**Trustee Rohde moved, seconded by Trustee Grabowski to approve Resolution 2025-10 as presented Motion carried 7-0.**

7. **Old Business** –

- a. **Review, discussion, and possible action to approve the written decision regarding Hawthorne Place, LLC’s Petition Appealing the 2024 Village of Pewaukee Fire – EMS Fee Assessment for real property located at 1105 Hawthorne Place and having Tax ID No. PWV 0902996007.**

Attorney Gralinski presented the topic. The Board is to review the draft of the determination to determine if it is consistent with the vote taken at the June 3, 2025, hearing.

**Trustee Stauff moved, seconded by Trustee Kreuser to approve the written decision. Motion carried 7-0.**

8. **New Business**

- a. **Review, discussion and possible action to award the contracts for the 2025 Road and Utility Improvements projects (W. Wisconsin Ave. and E. Capitol Dr.). (Item was presented out of order after item 5).**

Buechl explained the Village received 3 bids for this project – one bid was disqualified. He is recommending the bid from Payne and Dolan, Inc in the amount of \$1,395,991.86.

**Trustee Grabowski moved, seconded by Trustee Rohde to award the contract for 2025 Road & Utility Improvement Projects to Payne & Dolan. Motion carried 7-0.**

- b. **Review, discussion and possible action to approve an engagement letter with Quarles and Brady for a Safe Drinking Water Loan.**

Heiser explained Ruckert/Mielke had pursued a Safe Drinking Water grant in the form of a forgiven loan to

perform work on Well #6 for a temporary PFAS treatment facility at its February 20, 2024, meeting. The DNR has determined the Village qualified for forgiveness of 50% of the loan amount. The Village needs to borrow the remaining 50% for the project. The engagement letter is not for approval of the loan but to secure the bond. Quarles and Brady will assist the Village in this borrowing.

**Trustee Belt moved, seconded by Trustee Rohde to approve the engagement letter with Quarles and Brady.**

**Motion carried 7-0.**

**c. Review and discussion of an update of the Quiet Zone project.**

Heiser explained that the Village’s Engineer, RA Smith, has learned that the Federal Railroad Agency is requiring the Village to upgrade the two railroad crossings to the current level of technology called CWS “Constant Warning System” before they would support a quiet zone. Staff believe they should move forward with the Diagnostic Review meeting to get specific input/direction from the FRA.

The Board expressed their concerns that this will expand the Quiet Zone implementation significantly.

**No action taken**

**d. Review, discussion and possible action on Alcohol Beverage License Approvals 2025-2026.**

Clerk Peter recommended all liquor license approvals be contingent upon payment of any outstanding fees or other invoices. The license term is July 1, 2025 – June 30, 2026.

**Trustee Grabowski moved, seconded by Trustee Pader to approve Class “A” / “Class A” (Cider Only) licenses with the Clerk’s requirements.**

**Motion carried 7-0.**

**Trustee Grabowski moved, seconded by Trustee Kreuser to approve Class “A” / “Class A” Combination licenses with the Clerk’s requirements.**

**Motion carried 7-0.**

**Trustee Grabowski moved, seconded by Trustee Rohde to approve Class “B” / “Class B” Combination licenses with the Clerk’s requirements.**

**Motion carried 7-0.**

**Trustee Grabowski moved, seconded by Trustee Pader to approve Class “B” licenses with the Clerk’s requirements.**

**Motion carried 7-0.**

**Trustee Grabowski moved, seconded by Trustee Kreuser to approve Class “B” and “Class C” licenses with the Clerk’s requirements.**

**Motion carried 7-0.**

**e. Hearing on an Appeal of the 2024 Fire-EMS Protection Fee Filed by KKNQ Quail LLC (c/o Patrick Brotherhood) Regarding Real Property Located at 1088 Quail Court and having Tax ID No. PWV 0903106 and Possible Action Thereon.**

Gralinski explained this is another appeal of the 2024 Fire-EMS fee. This appeal was scheduled for a hearing on June 3, 2025, and the appellant asked for a courtesy adjournment because he could not attend. Gralinski stated the Board shall determine whether the number of ESE’s is fair and reasonable in accordance with the Ordinance.

Attorney Joshua Konopacki from Cramer Multhauf Attorneys presented on behalf of the appellant James Cadd. Attorney Konopacki detailed the reasons why the appellant believes the fee imposes unjust and disproportionate costs, and lacks a fair, transparent basis for its fee calculations.

1. Costs are not reasonably related to the charged special fee.
  - a. Costs are not reflective of idle time. There are portions of time where the responders are not on call and waiting at the station on standby for those calls. The idle time is being incorporated into these property allocations.

- b. No distinction in cost allocation between call types. If the Fire & EMS call is on the road, there should not be a fee issued to a taxable property for those calls. The appellant believes that EMS fees are less resource-intensive calls than a complex fire call.
- 2. Single-Family home count is inaccurate and misleading. The appellant believes that condominiums are being mis-classified as single-family homes. According to Village Ordinance 93.101(g) condos are classified as multi-family residences. If there are less single-family homes, they would need to be apportioned a larger portion of the ESE amount.
- 3. Costs based on predicted call amounts, not actual call amounts or payments received. The predictive approach may result in overcharges if actual revenues are higher than predicted.
- 4. Arbitrary changes to the ESE factors and classifications. The ESE is now at 1.0 across all classifications, however in 2023 the ESE was 4.75 for Care Homes and Senior Living facilities which caused issues. It leaves uncertainty going forward that this could lead to changes in the future.

Clerk Peter took in the written statements and exhibits for the record from Attorney Konopacki. Gralinski confirmed a letter from the appellant was received by the Administrator dated 1/8/2025 for the petition of fees. A letter dated on 3/6/2025 with the intent to schedule hearing was also received by the Village.

Trustee Grabowski confirmed with Attorney Gralinski that the Board is deciding on the Ordinance as it is currently written and not the previous version suggesting the 4.75 ESE.

Gralinski stated according to the Village Ordinance 93.105(5a) the client needs to state the fee they feel is appropriate.

Attorney Konopacki stated a .5 ESE would be appropriate for comparable property types that the City of Delafield uses.

Heiser presented on behalf of the Village – KKNN LLC Quail LLC filed an appeal for the 2024 Fire & EMS fees with the Village on 1/8/2025. The property is located at 1088 Quail Ct. The tax ID number is: PWV0903106 and is zoned IPS-Institutional. The ordinance classifies this property as senior living. The ordinance charges that classification 1 ESE per residential unit. In 2024 the Village charged 135 ESE’s for 135 residential units in the amount of \$59,265. Upon receipt of the appeal, Village staff confirmed that the property was charged appropriately as defined in the Village ordinance. The appellant appeared before the Public Works & Safety Committee on 5/13/2025 for a preliminary hearing. The Public Works Committee recommended to the Village Board to deny the waiver request. A timely notice was given to the applicant to attend a hearing before the Village Board on 6/3/2025. The applicant could not attend that meeting, so the Board granted one courtesy adjournment. A timely notice was given to the applicant for the new hearing date of 6/17/2025.

Grabowski stated at the preliminary hearing, the appellant agreed that he has 135 units in his building and that was the basis of the denial since the appellant was charged 135 ESE’s.

Gralinski declared the Village’s presentation portion closed. Attorney Konopacki had nothing further to present, and Gralinski declared the evidence portion closed.

Discussion followed regarding the evidence presented.

Trustee Stauff stated the Village has a high volume of multi-family residences and only two have appealed the fee. It would seem the majority agree with the fee.

**Trustee Rohde moved, seconded by Trustee Stauff to deny the waiver based on the calculations being correct and equitable in the way that they were applied.**

**Motion carried 7-0.**

- f. **Discussion and possible action to confirm Committee/Board Appointments by the Village President:**

- 1. **Fire Commission – 1 Trustee (2-year term).**

- President Knutson stated he would like to appoint Trustee Nick Stauff to the Fire Commission.

**Trustee Belt moved, seconded by Trustee Grabowski to approve Trustee Stauff to the Fire Commission.  
Motion carried 7-0.**

**g. Review and discussion about concerns regarding overcrowding and public behavior on the beach on Pewaukee Lake.**

Trustee Belt explained she had received several citizen concerns and complaints over the past couple of weeks about public behavior on the beach. There are safety concerns with the public not using the crosswalks as well. Belt wanted to bring this before the Board so the residents can see that the issue is being addressed and that the Village can potentially do a better job of enforcing disorderly behavior. Grabowski stated he also had received complaints. The week in question was when multiple schools were out for the summer and the beach is always extremely crowded at that time. He met with Deputy Chief Foth, Sergeant Twelmeyer, and Administrator Heiser on the issue and they agreed to have more police presence in the area.

Chief Heiser stated 3-8 pm is the time where most activity is happening. There has been an officer down at the beach every day since the complaints. They are steering people to use the crosswalks and have given 4 warnings for people revving their engines. No arrests or citations have been given.

Discussion followed regarding signage addressing littering and encouraging the community to interact respectfully with each other.

President Knutson stated the Village has painted the crosswalks red, put in speed bumps, and lowered the speed limit. It is up to parents to tell their children to act accordingly when going out into public.

**No action taken.**

**h. Review, discussion and possible action to cancel the July 1, 2025, Village Board meeting.  
Trustee Grabowski moved, seconded by Trustee Belt to cancel the July 1, 2025, meeting.  
Motion carried 7-0.**

**i. Review, discussion and possible action to approve the bills and invoices from May 2025.  
Trustee Rohde moved, seconded by Trustee Grabowski to approve all checks and invoices from May 2025 except for the library.  
Motion carried 7-0.**

**Trustee Belt moved, seconded by Trustee Pader to acknowledge the library checks and invoices from May 2025.  
Motion carried 7-0.**

**j. Review, discussion, and possible action on notice of claim filed by Lan Dang. 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 the aforementioned claim. 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 explained on 5/9/2025 the Village Clerk received notice of claim filed against the Village of a slip and fall on a public sidewalk. The claim was forwarded to the Village's insurance company who has a recommendation to the Village on how to proceed.

Gralinski stated it would be appropriate to go into closed session to discuss the recommendation from the insurance company.

**Trustee Grabowski moved, seconded by Trustee Rohde to move into closed session at 7:52 p.m.  
Motion carried on a roll call vote 7-0.**

**Trustee Grabowski moved, seconded by Trustee Kreuser to move into open session at 7:57 p.m.  
Motion carried on a roll call vote 7-0.**

**Trustee Grabowski moved, seconded by Trustee Rohde to disallow the claim from Lan Dang.  
Motion carried 7-0.**

- k. Review, discussion and possible action to approve Mobile Home/Trailer Park License for Pewaukee Lake Estates. Presented out of order before item J.**

**Trustee Grabowski moved, seconded by Trustee Stauff to approve the Mobile Home/Trailer Park License for Pewaukee Lake Estates.**

**Motion carried 7-0.**

**9. Citizen Comments**

**Tim Steidl @ Myxn Lakeside** - Mr. Steidl stated he appreciates the police presence in the downtown area. Businesses are effected by what happens at the beach. Mr. Steidl repeated the need to find solutions for parking.

**Eli Kelling @ 572 E Wisconsin Ave** – Mr. Kelling stated to stop thinking about the people as the concern and more the licensed vehicles. He at first was not a fan of the speed bumps being installed, but it was a good call.

**10. Adjournment**

**Trustee Grabowski moved, seconded by Trustee Rohde to adjourn the June 17, 2025, Regular Village Board meeting at approximately 8:05 p.m.**

**Motion carried 7-0.**

Respectfully Submitted,

Jenna Peter  
Village Clerk