

**VILLAGE OF PEWAUKEE
REGULAR VILLAGE BOARD MINUTES
JULY 15, 2025**

https://www.youtube.com/live/0-XwuSEeulw?si=6JLcZM7hpTmt_zSZ

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 Jim Grabowski; and President Jeff Knutson.

Excused: Trustee Kristen Kreuser

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

2. Public Hearings/Presentations –

- a. **Public Hearing on Resolution 2025-11: A Final Resolution to assess for removal and replacement of sidewalk in 2025 Road and Utility Improvements project along W. Wisconsin Avenue and Capitol Drive - No Comments**

3. Approval of Minutes of Previous Meeting

- a. **Minutes of the Regular Village Board Meeting – June 17, 2025**

Trustee Grabowski moved, seconded by Trustee Rohde to approve the June 17, 2025, minutes of the Regular Village Board meeting as presented.

Motion carried 6-0.

4. Citizen Comments

Katie Fernholz @ 1071 Oak Circle - Ms. Fernholz asked the Board to consider installing a traffic signal at the intersection of Hwy 164 and Lindsay Road.

Mary Merriman @ 1098 Oak Circle - Ms. Merriman asked the Board to consider installing a traffic signal at the intersection of Hwy 164 and Lindsay Road and stated it is a dangerous intersection.

5. Ordinances –

- a. **Review, discussion and possible action on Ordinance 2025-08: An Ordinance to Repeal and Recreate Chapter 98 – Article IV of the Municipal Code of the Village of Pewaukee Regarding the Aquatic Weed Commission.**

President Knutson asked the Board to defer this item since there is a Trustee absence tonight.

Trustee Grabowski moved, seconded by Trustee Belt to defer agenda item 5a to another meeting.

Motion carried 6-0.

6. Resolutions –

- a. Review, discussion and possible action on Resolution 2025-11: A Final Resolution to assess for removal and replacement of sidewalk in 2025 Road and Utility Improvements project along W. Wisconsin Avenue and Capitol Drive.**

Director Buechl explained that some sidewalk is going to be removed as part of this project. Village Ordinance states property owners pay a portion of sidewalk improvements. Buechl met with the property owners, so all are aware. The notice was published in the newspaper and mailed to the residents. There are a total of 6 parcels along the project.

**Trustee Grabowski moved, seconded by Trustee Pader to approve Final Resolution 2025-11.
Motion carried 6-0.**

7. Old Business –

- a. Continued Hearing on an Appeal of the 2024 Fire-EMS Protection Fee Filed by JM 1405 LLC (c/o Kevin Yonke) Regarding Real Property Located at 205 Prospect Ave (Yonke & Son Funeral Home) and having Tax ID No PWV 0896069 and Possible Action Thereon.**

Administrator Heiser explained Mr. Yonke filed an appeal for the 2024 Fire & EMS fees. At the June 3, 2025, Public Hearing, the Board had questions on the square footage of the property and voted to continue the hearing until the July 15, 2025, meeting. The property owner was provided notice of the date and time of the hearing continuance. Mr. Yonke submitted information on the building area used for businesses purposes, which is 6,509 sq ft. The ordinance allocates 1 ESE per 3,350 sq ft for a building defined as commercial use. If the owner is charged 1 ESE for the dwelling unit and 2 ESE for the commercial space, the total of 3 ESE's charged for this property would be \$1,317.00. Attorney Gralinski stated for the record that the appellant was not present.

Trustee Rohde stated he took a tour of Yonke Funeral Home and noted there is no business being conducted in the basement; it is being used for storage.

Gralinski noted that Trustee Rohde's account is secondhand and not from the appellant.

Trustee Grabowski stated he believes the ESE was calculated correcting according to the Ordinance; however, this is an abnormal property with extenuating circumstances

Rohde stated the Board knew there would be outlier properties when the Ordinance was created and that is the reasoning for the appeal process.

Heiser explained the property was initially assigned 5 ESE's. The property owner is asking to be charged 3 ESE's.

Trustee Rohde moved, seconded by Trustee Grabowski to grant the appeal and allow the charge of 3 ESE vs the original 5 ESE which the Board feels is fair and equitable based on the usage of the property with the upper being residential, main floor being the business, and the basement being storage.

Motion carried 6-0.

- b. Review, discussion, and possible action to approve the written decision regarding KKNQ Quail LLC's Petition Appealing the 2024 Village of Pewaukee Fire – EMS Fee Assessment for real property located at 1088 Quail Court and having Tax ID No. PWV 0903106.**

Heiser explained this is the last step in the process for this appeal. The Board considered this at a previous meeting. The attorney has written a record of that decision.

Trustee Grabowski moved, seconded by Trustee Rohde to approve the written decision regarding KKNQ Quail LLC's petition appealing the 2024 Fire – EMS Fee Assessment.

Motion carried 6-0.

8. New Business

- a. Review, discussion and possible action to approve construction services contract with RA Smith for the 2025 Road and Utility Improvements Project. (Presented out of order after 8h)**

**Trustee Grabowski moved, seconded by Trustee Stauff to approve the contract with RA Smith.
Motion carried 6-0.**

- b. Review, discussion and possible action to approve Right of Entry License Agreement made by and between Soo Line Railroad Company doing business as Canadian Pacific with Village of Pewaukee for the 2025 Road and Utility Improvements Project.**

Gralinski recommended reducing the amount of liability coverage required in the agreement to the Village's existing police of \$6,000,000 and eliminating the requirement for the pollution control clause in the agreement.

Trustee Rohde moved, seconded by Trustee Grabowski to approve the Right of Entry License Agreement with staff recommendations.

Motion carried 6-0.

- c. Review, discussion and possible action to approve a drainage easement and associated costs for 2026 Road and Utility Improvements Project at 765 Glacier Road.**

Gralinski recommended this item be deferred to the next meeting to allow it to be properly agendaized.

Trustee Rohde moved, seconded by Trustee Pader to defer agenda item 8c for the next Village Board meeting.

Motion carried 6-0.

- d. Review, discussion and possible action to approve design construction services for rehabilitation and painting of 125,000-gallon Steel Reservoir at Well 3.**

Trustee Grabowski moved, seconded by Trustee Belt to approve the rehab and painting of the steel reservoir at Well 3.

Motion carried 6-0.

- e. Review, discussion and possible action to approve Change Order #2 for the temporary PFAS treatment project on Well #6.**

Trustee Belt moved, seconded by Trustee Rohde to approve Change Order #2 for temporary PFAS treatment for Well #6.

Motion carried 6-0.

- f. Review, discussion and possible action on request for the Village to share sidewalk replacement costs by 115 Main Street.**

Heiser stated the owner of 115 Main Street is requesting the Village contribute 1/3 of the cost for replacement of sidewalk along their property which is approximately \$7,600. The property owner asserted that the Village set the precedent when they contributed to sidewalk replacement at 203 W. Wisconsin.

Heiser explained the situations are not the same for both projects. The business owner at 203 W.

Wisconsin opens their private parking lot for public use during community events.

Buechl stated the property owner was never given a formal statement or letter stating the sidewalk needed repaired. He went out to look at the sidewalk at the contractor's request.

Trustee Grabowski moved, seconded by Trustee Belt to deny the cost-sharing of the sidewalk replacement.

Motion carried 6-0.

g. Discussion and possible action to confirm Committee/Board Appointments by the Village

President: (Presented out of order after 8e)

- i. Aquatic Weed Commission – 2 Trustees – No action taken**
- ii. Police Union Negotiations – 1 Trustee**

Trustee Grabowski moved, seconded by Trustee Rohde to appoint Trustee Kelli Belt to the Police Union Negotiations.

Motion carried 6-0.

h. Review, discussion and possible action for the Village to share funding of a traffic signal at the intersection of State Highway 164 and Lindsay Road. (Presented out of order after 8k)

Heiser explained the Village explored installing traffic signals at this intersection in 2023-2024. The project was discussed with the Wisconsin DOT and the City of Pewaukee. The intersection is located entirely within the Village, but the City was invited to the planning since it is believed that much of the traffic passing through originates from the City. WISDOT agreed to integrate the signals in their 2026 repaving project for Hwy 164 if the Village paid for them. WISDOT has stated the design process is complete which now requires the Village to fill out permits that may or may not get approved.

Rohde stated the Village had agreed that there should be lights at that intersection. In past discussions with the City, both municipalities felt the lights should be installed by Waukesha County.

Buechl stated WISDOT believed the signals were not warranted at that intersection.

Trustee Belt stated when the State passes new laws, the Village has to change their Ordinances to comply with funding changes and levy limits and their hands are tied in many cases.

Trustee Grabowski moved, seconded by Trustee Stauff to approve outreach to the City for a cost sharing agreement for traffic signal lights.

Motion carried 6-0.

i. Review, discussion and possible action to approve the purchase of a dump truck.

Trustee Belt moved, seconded by Trustee Rohde to approve the purchase of a dump truck in the amount of \$261,614.65.

Motion carried 6-0.

j. Review, discussion and possible action to approve the purchase of a utility tractor.

Trustee Rohde moved, seconded by Trustee Grabowski to approve the purchase of a utility tractor in the amount of \$174,959.

Motion carried 6-0.

k. Review, discussion and possible action to remove a Village tree at 526 Greenwood Court. (Presented out of order after item 8n.)

Heiser stated the property owner at 526 Greenwood Ct. appeared at the Village Board meeting on June 17th during citizen comments. The owners would like for the Village to cut down the tree because the raised roots are causing several issues in their yard making it hard to mow and roots in their flower bed. Heiser further explained that the Village has cut three trees down in that Cul de sac recently however, those trees were dying and the tree in question is healthy.

Supervisor Bickler stated the roots can't be ground down because the stability of the tree would be compromised.

Discussion followed regarding the potential impact the roots would have on the water and sewer lines and the cost of the tree removal. The Board did not like the idea of cutting down a healthy tree for aesthetic reasons.

Trustee Grabowski moved, seconded by Trustee Rohde to deny the removal of the Village tree at 526 Greenwood Ct.

Motion carried 6-0.

l. Review, discussion and possible action to schedule a special meeting for strategic planning. Trustee Belt moved, seconded by Trustee Rohde to schedule a special meeting for strategic planning on August 19, 2025 @ 5:00 pm. Motion carried 6-0.

m. Review discussion and possible action to approve the bills and invoices from June 2025. Trustee Grabowski moved, seconded by Trustee Belt to approve the bills and invoices from June 2025 except for the Library. Motion carried 6-0.

Trustee Grabowski moved, seconded by Trustee Belt to acknowledge the bills and invoices from June 2025 for the library. Motion carried 6-0.

n. Review, discussion and possible action to approve a Special Event Permit for Lake Country Canine Festival. (Presented out of order before Item 8a.) Trustee Grabowski moved, seconded by Trustee Belt to approve a Special Event permit for Lake Country Canine Festival. Motion carried 6-0.

9. Citizen Comments - None

10. Adjournment

Trustee Belt moved, seconded by Trustee Grabowski to adjourn the July 15, 2025, Regular Village Board meeting at approximately 7:49 p.m. Motion carried 6-0.

Respectfully Submitted,

Jenna Peter
Village Clerk