

**VILLAGE OF PEWAUKEE  
REGULAR VILLAGE BOARD MINUTES  
JANUARY 20, 2026**

<https://www.youtube.com/live/Pf2r08Y2uHA?si=yFWI7r2dEedLbBtb>

**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: Public Works Director, Dave Buechl; Utility Supervisor, Shawn Tremaine; Parks & Recreation Director, Nick Phalin; Village Attorney, Matt Gralinski; Village Administrator, Matt Heiser; Village Clerk, Jenna Peter.

**2. Public Hearings/Presentations**

**a. Public Hearing regarding a Comprehensive Plan Land Use amendment request of Pewaukee School District to amend the existing land use designation from Single Family Residential to Institutional for a parcel located north of the intersection of Lake Street and School Street / PWV 0899235002.**

President Knutson opened the Public Hearing at 6:04 p.m.

**John Gahan – Assistant Superintendent, Pewaukee School District** - Mr. Gahan provided background on the property, explaining it had been purchased as a campus extension. He stated that the intent of the proposal is safety-focused, specifically creating a secure 4K entrance and improving traffic flow. He addressed concerns raised at earlier meetings, noting plans to maintain most green space, keep much of the parcel R-5, and preserve most trees. He also stated that measures were taken to minimize light impacts and that many evening meetings have been moved to the High School. The proposed parking stall angles were designed with neighboring homes in mind.

**Linda Deppe – 326 Lake Street** - Ms. Deppe stated she has long served the school community and believes both the school and neighborhood should be good neighbors to one another. She asked that the green space remain intact so residents do not have to look at more cars, noting she has no issues with the students but wants the neighborhood's character respected.

**Becky Hardgrove – 305 Lake Street** - Ms. Hardgrove's primary concern is stormwater runoff. She explained that her basement flooded repeatedly in 2009 until extensive drain tile work resolved the issue. She fears that paving the existing green space would worsen runoff because the green area currently absorbs significant stormwater. She asked that the area not be rezoned and remain as it is.

**Dan Deppe – 326 Lake Street** - Mr. Deppe stated that over time the school has become less neighbor-friendly. Having lived there his entire life, he noted increased traffic, noise from garbage and dump trucks, and general congestion that has diminished the residential feel of the neighborhood. He believes there is no effective traffic flow on that side of the campus and suggested the school consider creating a through-street near the playground to disperse traffic more safely.

**Michael Glenn – 128 Lookout Drive** - Mr. Glenn expressed appreciation for the quality of the school district but highlighted serious safety concerns on Lake Street, including wrong-way drivers, speeding, and failure to stop at crosswalks. He stated that adding more vehicles would worsen an already dangerous situation, especially during morning drop-off hours. He also read his wife's written comments, which oppose the parking lot and suggest alternative parking locations near Lenore Court, and the water tower.

Additional concerns included headlights, runoff, and negative impacts on property value. They asked that the area be preserved for natural or educational use rather than converted to parking.

**Joseph Herbst – 317 Lake Street** - Mr. Herbst opposed adding a parking lot, saying it represents a reversal of a decision made ten years ago to keep the area residential. When he bought his home 35 years ago, the area felt strongly residential, and he wants to retain the view of the cemetery rather than a berm or parking lot. He referenced the community’s cruising ordinance and associated issues he believes would arise. He expressed concern about the school district encroaching further into the residential neighborhood and stated he will continue advocating for traffic pattern redevelopment to maintain the integrity of the area.

President Knutson closed the Public Hearing at 6:42 p.m.

- b. Public Hearing regarding a zone change request of Pewaukee School District to rezone from the existing split zoning of R-5 Single Family Residential and IPS Institutional and Public Service District to IPS Institutional and Public Service District for a parcel located north of the intersection of Lake Street and School Street / PWV 0899235002.**

President Knutson opened the Public Hearing at 6:43 p.m.

No Comments.

President Knutson closed the Public Hearing at 6:44 p.m.

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

- a. Minutes of the Regular Village Board Meeting – December 16, 2025**

**Trustee Stauff moved, seconded by Trustee Rohde to approve the December 16, 2025, minutes of the Regular Village Board meeting as presented.**

**Motion carried 6-0.**

**4. Citizen Comments**

**Linda Deppe – 326 Lake Street** – Ms. Deppe expressed concern that no alternative options or studies have been explored for the green space and suggested there may be better solutions than the proposal currently under consideration.

**Joseph Herbst – 317 Lake Street** – Mr. Herbst opposed exploring alternative uses for the green space and does not support changing the current character or use of that location.

**John Abbott – 316 Lake Street** – Mr. Abbott is opposed to placing a parking lot in that location and suggested the school consider expanding in a different area instead.

**Bob Kirsten – 213 Lake Street** – Mr. Kirsten recommended considering a shuttle system to transport students from an off-site public parking lot to the school as a possible alternative to building a parking lot in the neighborhood.

**5. Ordinances – None.**

**6. Resolutions –**

- a. Review, discussion and possible action on Resolution 2026-01; A Resolution to Support the Knowles-Nelson Stewardship Program by the Village of Pewaukee.**

**Trustee Grabowski moved, seconded by Trustee Stauff to approve Resolution 2026-01 as presented.**

**Motion carried 6-0.**

**7. Old Business – None.**

## 8. New Business

- a. **Review, Discussion, and Possible Action on a recommendation from the Plan Commission regarding a Comprehensive Plan Land Use amendment request of Pewaukee School District to amend the existing land use designation from Single Family Residential to Institutional for a parcel located north of the intersection of Lake Street and School Street / PWV 0899235002.**

Administrator Heiser noted the issue is complex and sensitive for residents. He explained the Comprehensive Plan and Land Use Map guide future development and clarified the parcel is split-zoned (part residential, part IPS) and the school is seeking consistent zoning, as split zoning is typically discouraged. He also noted the Plan Commission recommended denial of the Land Use Plan Amendment. Attorney Gralinski stated zoning bodies make recommendations; the Board may affirm or send items back. He clarified that tonight's action concerns land use only, not approval of a parking lot.

Trustee Rohde explained he opposed the request at the December 11<sup>th</sup> Plan Commission meeting due to lack of information but acknowledged additional details were provided at this meeting.

Trustee Grabowski expressed being torn, recognizing the quality of the school district but also the congestion it creates.

Trustee Stauff asked what options the school district would have if the request is denied again.

Gralinski explained denial ends the current application but does not prevent the school from submitting a new one; there is no waiting period.

President Knutson stated spot zoning is not good practice and emphasized the discussion is strictly about land use. He recommended sending the matter back to the Plan Commission due to the significant new information presented at this meeting.

**Trustee Grabowski moved, seconded by Trustee Rohde to confirm the recommendation from the Plan Commission.**

**Motion carried 5-1. President Knutson voting Nay.**

- b. **Review, Discussion, and Possible Action on a recommendation from the Plan Commission regarding a zone change request of Pewaukee School District to rezone from the existing split zoning of R-5 Single Family Residential and IPS Institutional and Public Service District to IPS Institutional and Public Service District for a parcel located north of the intersection of Lake Street and School Street / PWV 0899235002.**

Heiser explained that this item represents the second component of the rezoning request for the parcel. He noted that, since the Village Board confirmed the Plan Commission's recommendation on the related Comprehensive Plan item, staff likewise recommends confirming the corresponding rezoning recommendation.

Gralinski reiterated Administrator Heiser's comments that because the Board affirmed the Plan Commission's recommendation, state statute requires that any rezoning action remain consistent with the Comprehensive Plan.

Knutson expressed concern that significant new information had been presented during the meeting. He stated he felt the matter should be referred back to the Plan Commission for further review.

**Trustee Rohde moved, seconded by Trustee Grabowski to disapprove of the proposed rezoning.**

**Motion carried 5-1. President Knutson voting Nay.**

- c. **Review, discussion and possible action on a report by Strand and Associates on the results of an NR854 Water Supply Study.**

Director Buechl reported that the Village currently obtains its drinking water from wells and noted that costs associated with this supply are continuing to rise. He explained that one option for the future is exploring a potential connection to Great Lakes water. Background study and preparation will be needed

to ensure the Village is ready should this option become necessary. He noted that the Village has hired Strand Associates to assist with this analysis.

Strand Associates presented their Water Supply Service Area Plan to the Board and clarified that no decision was being requested at this time.

Buechl further reported that the Village is attempting to drill a new well within the next three months. An email was sent to the DNR requesting reconsideration of existing deadlines; as of this meeting, it has been approximately three weeks since the request was submitted.

**Trustee Stauff moved, seconded by Grabowski to proceed with the lake water study.**

**Motion carried 6-0.**

**d. Review, discussion and possible action on the 2026-2030 Parks and Open Spaces Plan.**

Director Phalin explained that the plan provides continued guidance for staff and serves as a supporting document when applying for grants.

Grabowski appreciated the clearly outlined timelines included in the plan.

**Trustee Grabowski moved, seconded by Trustee Rohde to approve the 2026-2030 Parks and Open Spaces Plan.**

**Motion carried 6-0.**

**e. Review, discussion and possible action regarding Change Order #1 from Payne and Dolan for the 2025 Street Utility Project.**

**Trustee Grabowski moved, seconded by Trustee Pader to approve Change Order #1 from Payne and Dolan for the 2025 Street Utility Project.**

**Motion carried 6-0.**

**f. Review, discussion and possible action on a proposal for funds for the 150<sup>th</sup> anniversary of the Village.**

Heiser explained that the Village is reaching a point where concrete commitments must be made for the anniversary events. In order to reserve venues, catering services, and other necessary arrangements, someone will need authority to place deposits. He added that there would be a ticket price for the meal to offset a portion of the costs.

Rohde distributed a sheet showing potential banner designs. He explained that while the banners themselves cost approximately \$40, the brackets vary significantly in price, with some costing over \$125 and others exceeding \$360 for the banner-saver style brackets. He stated that staff still needs to determine the total number of light poles available for installation. Rohde also reported that the Village qualified for \$77,000 in funding from the City of Pewaukee Tourism Committee and briefly outlined the planned anniversary events.

The recommendation presented was to allocate **\$18,150** in upfront funding for the honors dinner, with the intention of recovering a portion of those costs through ticket sales from the planned dinner.

**Trustee Grabowski moved, seconded by Trustee Stauff to approve \$18,150 and no more than \$25,000 for funds for the 150<sup>th</sup> anniversary.**

**Motion carried 6-0.**

**g. Review, discussion and possible action on the proposed extension of the contract with Baker Tilly as the Village auditor.**

The Board discussed the proposed five-year contract extension with Baker Tilly.

Trustee Belt stated that the Village could explore other municipalities with comparable budgets to determine whether Baker Tilly remains the best option.

Stauff noted that various add-on fees can accumulate and recommended obtaining two or more additional quotes for comparison. He also stated that he would like to see the contract amount reduced

by 6–8%.

Rohde expressed concern regarding the potential strain on staff associated with switching auditors. Grabowski commented that he would only support changing firms if the cost savings were significant.

**Trustee Stauff moved, seconded by Trustee Belt to defer action on the contract extension with Baker Tilly and to direct staff to seek alternative bids and determine whether the cost of the proposed 5-year commitment can be reduced.**

**Motion carried 5-1. President Knutson voting Nay.**

**h. Review, discussion and possible action to confirm Committee Appointments by the Village President**

**a. Historic Preservation Commission – Benjamin Zombor**

**Trustee Grabowski moved, seconded by Trustee Rohde to approve Benjamin Zombor to the Historic Preservation Commission.**

**Motion carried 6-0.**

**i. Review, discussion and possible action on Special Event Permit Application for the 2026 Kiwanis Beach Party.**

**Trustee Grabowski moved, seconded by Trustee Pader to approve the Special Event Permit Application.**

**Motion carried 6-0.**

**j. Review, discussion and possible action on Temporary Class “B” Wine and Class “B” Beer Alcohol Beverage License for the 2026 Kiwanis Beach Party.**

**Trustee Grabowski moved, seconded by Trustee Rohde to approve the Temporary Class “B” Wine and Class “B” Beer Alcohol License.**

**Motion carried 6-0.**

**k. Review, discussion and possible action on a retainer agreement with the law firm Wirth + Baynard regarding representation in the case of WMC vs Village of Pewaukee Waukesha County Case No. 22CV515.**

**Trustee Grabowski moved, seconded by Trustee Pader to approve a retainer agreement with Wirth & Baynard.**

**Motion carried 6-0.**

**l. Review, discussion and possible action for monthly approval of checks and invoices for all funds from December 2025.**

**Trustee Belt moved, seconded by Trustee Rohde to approve all funds except for the Library for December 2025.**

**Motion carried 6-0.**

**Trustee Belt moved, seconded by Trustee Pader to acknowledge the Library funds for December 2025. Motion carried 6-0.**

**m. Review, discussion, and possible action on a Notice of Claim filed by Kirkland Crossings dated May 28, 2025.**

Heiser stated that on May 28, 2025, Kirkland Crossings filed a claim alleging that the Village breached its PILOT Agreement by charging Fire & EMS fees. Heiser has requested that this discussion be continued in closed session to consult with legal counsel.

**n. Review, discussion and possible action on the 2026 goals of the Village Administrator.**

Rohde explained he has compiled all of the feedback received from the Trustees and is requesting to discuss the findings in closed session.

- o. The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(g) for the purpose of 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 a Notice of Claim filed by Kirkland Crossings dated May 28, 2025, and 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 Pader to move into closed session at 9:13 p.m.  
Motion carried on a roll call vote 6-0.**

**Trustee Belt moved, seconded by Trustee Pader to move into open session at 10:05 p.m.  
Motion carried on a roll call vote 6-0.**

**9. Citizen Comments – None.**

**10. Adjournment**

**Trustee Grabowski moved, seconded by Trustee Rohde to adjourn the January 20, 2026, Regular Village Board meeting at approximately 10:06 p.m.**

**Motion carried 6-0.**

Respectfully Submitted,

Jenna Peter  
Village Clerk