

**VILLAGE OF PEWAUKEE  
REGULAR VILLAGE BOARD MINUTES  
FEBRUARY 17, 2026**

[https://www.youtube.com/live/J4w7VuMTxeg?si=oRQHgvplufLj\\_Ndv](https://www.youtube.com/live/J4w7VuMTxeg?si=oRQHgvplufLj_Ndv)

**1. Call to Order, Pledge of Allegiance, Moment of Silence, and Roll Call**

President Knutson called the meeting to order at approximately 6:02 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 Rachel Pader, Trustee Kristen Kreuser, Trustee Jim Grabowski; and President Jeff Knutson.

Excused: Trustee Kelli Belt and Trustee Rachel Pader.

Also Present: Public Works Director, Dave Buechl; 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 – February 3, 2026**

**Trustee Stauff moved, seconded by Trustee Grabowski to approve the February 3, 2026, minutes of the Regular Village Board meeting as presented.**

**Motion carried 5-0.**

**4. Citizen Comments – None.**

**5. Ordinances –**

**a. Review, discussion, and possible action to adopt Ordinance 2026-01: An Ordinance To Create Section 6.103.2 of the Municipal Code of the Village of Pewaukee Regarding Authorizing Sale of Fermented Malt Beverages by Village Employees and Officers**

Trustee Grabowski recommended the following amendment to the Ordinance language in Section II(b): “and first obtained a valid operator’s license issued by the Village **or the State of Wisconsin.**”

**Trustee Grabowski moved, seconded by Trustee Rohde to approve Ordinance 2026-01 with the change in the language.**

**Motion carried 5-0.**

**b. Review discussion and possible action to adopt Ordinance 2026-02: An Ordinance to Accept Detachment of a Portion of the City of Pewaukee, Waukesha County, State of Wisconsin to the Village of Pewaukee, Waukesha County, State of Wisconsin. The subject area is approximately 0.9618 acres, including PWC 0925-998 and associated right-of-way.**

Attorney Gralinski stated that this action requires a three-fourths majority of the entire Village Board. He noted that six affirmative votes are needed in order for the item to move forward. Since only five Board members are in attendance, this item will need to be deferred.

**Trustee Grabowski moved, seconded by Trustee Kreuser to defer agenda item 5b to the March 3, 2026, meeting.**

**Motion carried 5-0.**

- c. **Review, discussion, and possible action to adopt Ordinance 2026-03: An Ordinance to Create Sections 14.180(c) and 14.208(d) of the Municipal Code of the Village of Pewaukee Regarding Maintenance of Abutting Right of Way/Terrace Areas and to Amend Sections 14.138, 14.180(a)(8), and 50.103(6) as to the Minimum Height of Grasses and Weeds Generally.**

**Trustee Grabowski moved, seconded by Trustee Rohde to approve Ordinance 2026-03 as presented. Motion carried 5-0.**

**6. Resolutions – None.**

**7. Old Business**

- a. **Review, discussion and possible action to clarify direction on auditor contract extension.**

Administrator Heiser explained that staff had previously proposed a contract extension with Baker Tilly for auditing services. He believed the Board had directed staff to compare pricing with other municipalities but noted that the adopted minutes reflected the Board’s direction as going out to bid—something Heiser did not believe was the Board’s intent. Heiser noted that Baker Tilly had since provided updated pricing and indicated they were willing to consider a shorter contract term. He requested clarification from the Board on how to proceed.

Trustee Rohde stated he did not recall the Board directing staff to go out to bid. He noted that the proposed contract extension was already included in the agenda packet and expressed concern that issuing bids at this point would not be fair, as Baker Tilly’s pricing had already been disclosed.

Heiser stated that if the Board wished to go out to bid, the proper process would be an RFP, and the Board could alternatively extend the contract for one year and undertake a formal bid process next year.

Grabowski supported remaining with Baker Tilly, stating that maintaining an auditor familiar with the Village was beneficial. He did not view the pricing as unreasonable but noted that additional comparison points would help.

Heiser added that staff have a strong working relationship with Baker Tilly, who has served the Village since approximately 2015. He also relayed input from Trustee Belt, who preferred not to go out for bid this year and believed there may be room to negotiate pricing.

Trustee Stauff asked what other municipalities are paying and expressed concern about the proposed five-year term. He asked for clarification about the listed technology fees.

Heiser explained that pricing is tied largely to the complexity of the Village’s General Ledger, which includes accounts that some municipalities do not have.

Rohde asked whether Baker Tilly would consider a one-year extension, and Heiser confirmed they would.

President Knutson stated he has seen the Village work through many contracts over the years, some of which proved not worthwhile. He noted that multi-year contracts can provide budgeting benefits by offering predictable costs. He supported remaining with Baker Tilly and was comfortable with a five-year contract unless significant issues arise.

Consensus points raised during discussion included:

- Considering a shorter contract term.
- Exploring potential reductions in pricing or contract terms.
- Clarifying the scope and purpose of additional “technology” or “extra” fees.

**No action taken.**

**8. New Business**

- a. Review, discussion and possible action on a Special Event Permit for the Pewaukee Parks and Recreation Department for Waterfront Wednesdays.**

Grabowski thanked Monica Kaskey with the Parks and Recreation Department for stepping up to make sure this event still happens.

**Trustee Grabowski moved, seconded by Trustee Stauff to approve the Special Event Permit for Parks and Rec for Waterfront Wednesdays.**

**Motion carried 5-0.**

- b. Review, discussion and possible action regarding Proposed Park Use and Retail Sales License for Brewfinity Brewing Company at Village Parks for 2026 Season.**

Rohde thanked Brewfinity for being a supportive partner with the Village.

**Trustee Rohde moved, seconded by Trustee Grabowski to approve the proposed park use and retail sales license for Brewfinity Brewing company for the 2026 season.**

**Motion carried 5-0.**

- c. Review, discussion and possible action on proposal from Visu-Sewer for 2026 Contracted Sanitary and Storm Sewer Televising.**

**Trustee Grabowski moved, seconded by Trustee Rohde to approve the proposal from Visu-Sewer for 2026 Contracted Sanitary and Storm Sewer Televising.**

**Motion carried 5-0.**

- d. Review, discussion and possible action to approve temporary payment of a drone show for the 150<sup>th</sup> Anniversary of the Village.**

Rohde requested that the Village front the initial costs, with reimbursement to follow from the City of Pewaukee’s tourism allocation.

**Trustee Rohde moved, seconded by Trustee Grabowski to approve temporary payment of a drone show for the 150<sup>th</sup> Anniversary.**

**Motion carried 5-0.**

- e. Review, discussion and possible action on Premise Description Change for Alcohol License for Bo’s Schnitzelbunker located at 145 Park Avenue Ste 1 & 2.**

**Trustee Grabowski moved, seconded by Trustee Stauff to approve the premise description for Bo’s Schnitzelbunker.**

**Motion carried 5-0.**

- f. Review, discussion and possible action on Social Media Use Policy for the Village of Pewaukee.**

**Trustee Grabowski moved, seconded by Trustee Stauff to approve the social media policy for the Village of Pewaukee.**

**Motion carried 5-0.**

- g. Review, discussion and possible action on the revised 2026 goals for the Village Administrator.**

Rohde reported that, following conversations with Administrator Heiser and the Village President, a few suggested revisions were incorporated into the document. He also explained that some wording was refined to provide greater clarity and detail.

Kreuser recommended reviewing existing ordinances to determine whether any that are outdated and could be removed. She suggested making the corresponding line in the document more specific to ongoing ordinance maintenance.

**Trustee Kreuser moved, seconded by Trustee Rohde to accept the revised 2026 goals for the Village**

**Administrator with the changes.**

**Motion carried 5-0.**

**h. Review, discussion and possible action on quarterly financial reports.**

Treasurer Palm reviewed the financial reports and noted that a substantial amount of revenue came from building permits issued by the Building Department. He added that while the Planner budget appears high percentage-wise, it is not problematic.

Rohde asked whether the Village is currently up to date on the building-related billing issues with Fire & EMS.

Heiser explained that the third-party billing company previously used by the Village was bought out, and during the transition in 2024 the Village fell behind in revenue collections. He stated that the issue has now been resolved.

President Knutson thanked the Board and staff for their efforts in maintaining the Village's budget and financial stability.

**Trustee Grabowski moved, seconded by Trustee Stauff to accept the quarterly financial reports as prepared.**

**Motion carried 5-0.**

**i. Review, discussion and possible action on monthly approval of checks and invoices for all funds, January, 2026.**

**Trustee Kreuser moved, seconded by Trustee Grabowski to approve all funds except for library for January 2026**

**Motion carried 5-0.**

**Trustee Kreuser moved, seconded by Trustee Grabowski acknowledge the January 2026 checks and invoices for the library.**

**Motion carried 5-0.**

**9. Citizen Comments – None.**

**10. Adjournment**

**Trustee Kreuser moved, seconded by Trustee Stauff to adjourn the February 17, 2026, Regular Village Board meeting at approximately 6:55 p.m.**

**Motion carried 5-0.**

Respectfully Submitted,

Jenna Peter  
Village Clerk