

**VILLAGE OF PEWAUKEE  
REGULAR VILLAGE BOARD MINUTES  
MARCH 3, 2026**

<https://www.youtube.com/live/WEad4-6avrE?si=B-MlxuOaaYaQHZbB>

**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: Public Works Director, Dave Buechl; Village Attorney, Matt Gralinski; Village Administrator, Matt Heiser; 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 17, 2026**

**Trustee Rohde moved, seconded by Trustee Stauff to approve the February 17, 2026, minutes of the Regular Village Board meeting as presented.**

**Motion carried 5-0.**

**Trustees Belt and Pader abstained.**

**4. Citizen Comments**

**State Representative Adam Neylon @ 1357 Lake Park Ct–** He provided an update on PFAS, noting recent news coverage and the State’s approval of a \$1,076,000 grant to support municipal water assistance. He noted that residents have been reaching out with questions and stated he is also available to the Board for any inquiries. Rep. Nelan additionally expressed his appreciation for the work being done.

**5. Ordinances**

**a. 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.**

President Knutson noted that the Plan Commission had recommended this item for approval.

**Trustee Grabowski moved, seconded by Trustee Rohde to approve Ordinance 2026-02 as presented.**

**Motion carried 7-0.**

**6. Resolutions**

**a. Review, discussion and possible action to approve Resolution 2026-02; A Resolution in Acknowledgement of the 2025 WPDES Storm Water Discharge Permit Annual Report.**

**Trustee Grabowski moved, seconded by Trustee Kreuser to approve Resolution 2026-02 as presented.**

Director Buechl reported that the DNR is emphasizing erosion control on new projects and verifying compliance. He noted that stormwater maintenance agreements are in place for subdivisions, ponds are

being maintained, and public education efforts continue, including seminars provided through Waukesha County on preventing water pollution. Discussion followed regarding the lack of a current program for inspecting and cleaning catch basins, with staff noting it is forthcoming. It was also noted that alternative ice-melt solutions do not earn compliance points, though staff are attending salt-reduction seminars.

**Motion carried 7-0.**

**7. Old Business**

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

**Trustee Grabowski moved, seconded by Trustee Kreuser to approve the amended dates for the Temporary Class “B” Wine and Class “B” Beer Alcohol Beverage License for the 2026 Kiwanis Beach Party.**

**Motion carried 7-0.**

**8. New Business**

- a. **Review, discussion and possible action on proposed Extension of Term of Intergovernmental Cooperation Agreement between the Village of Pewaukee, City of Pewaukee and the Town of Delafield Regarding the Pewaukee Lake Water Safety Patrol Unit.**

Trustee Grabowski noted that the agreement remains the same aside from an administrative update. He reported that the Lake Patrol is fully staffed and does not anticipate any issues. He thanked Sgt.

Twelmeyer for his work with the Lake Patrol.

Administrator Heiser added that the committee established a regular schedule and a new meeting location.

Grabowski further stated that the Village will serve as the host and permanent location for the Lake Advisory going forward, allowing for a more consistent schedule and increased citizen participation.

**Trustee Grabowski moved, seconded by Trustee Kreuser to approve the proposed Intergovernmental Cooperation Agreement for the Pewaukee Lake Water Safety Patrol Unit.**

**Motion carried 7-0.**

- b. **Review, discussion and possible action on appointment of the Village Clerk effective June 1, 2026.**

Heiser noted that this was a known transition the Village would need to take. He explained that when Mackenzie was hired as Deputy Clerk, she was trained with the intention of stepping into Jenna’s (Clerk) role when the time came. The Deputy Clerk hiring process will take approximately 8-10 weeks. Heiser indicated there was performance data the Board could consider before taking action on this item which would be appropriate for closed session. The Village Board then moved onto Agenda Item 8c.

- c. **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 appointment of the Village Clerk. 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 approximately 6:25 p.m.**

**Motion carried 7-0.**

**Trustee Grabowski moved, seconded by Trustee Stauff to reconvene into open session at approximately 7:13 p.m.**

**Motion carried 7-0.**

The Board then continued with discussion on agenda item 8b.

**Trustee Rohde moved, seconded by Trustee Grabowski to approve the appointment of Mackenzie Quigley as the Village Clerk effective June 1 with the specifics discussed in closed session.**

**Motion carried 7-0.**

**9. Citizen Comments - None**

**10. Adjournment**

**Trustee Grabowski moved, seconded by Trustee Kreuser to adjourn the March 3, 2026, Regular Village Board meeting at approximately 7:15 p.m.**

**Motion carried 7-0.**

Respectfully Submitted,

Jenna Peter  
Village Clerk