

Village of Whitelaw
Regular Monthly Board Meeting Minutes
Monday, July 6th, 2026, at 7:00 p.m.
Village Hall - 147 W. Menasha Ave., Whitelaw, WI

1. The regular monthly meeting of the Village Board was called to order on Monday, July 6th, 2026, at 7:00 p.m. by Village President, Randy Christiansen. Present were Trustees Lois Kiel, Jim Kronschnabel, Barney McCulley, Beverly Linzmeier, Stacey Mangin, Jeremy Johaneck, and Clerk/Treasurer Sheena Kocourek.
2. Pledge of Allegiance was recited.
3. **Approval of Agenda:** Motion by McCulley, second by Kronschnabel to approve the posted agenda. All in favor. Motion carried.
4. **Approval of Minutes:** Motion by Linzmeier, second by Johaneck to approve the minutes of the June 1st, 2026, meeting. Motion carried.
5. **Approval of Bills/Treasurer Reports:** Treasurer Sheena presented the monthly vouchers. A note was made that Martin Security keypad replacement at the park was reimbursed by the Lions Club. Motion by Kiel, seconded by Mangin to approve the vouchers as presented in the amount of \$12,130.50. Motion carried unanimously.
6. **Public Input:** Resident Ed VanEss questioned why water/sewer income was not shown in the village's general budget. The Board clarified that water, sewer, and garbage operate under a separate utility budget, per state statute. Ed also asked why certain hydrants had not been flushed. The Board explained hydrants are flushed periodically, though not every hydrant is flushed each year. Follow-up with Public Works will occur. Resident Abigail Zahorik reported receiving a long grass nuisance letter without specific details. Board clarified that the Weed/Nuisance Committee issues letters, not the Board. Letters are based on committee inspections. The committee will review the form letter for clarity and specificity. Abigail also questioned the noise complaints for Third Gen Salvage that were noted at the June board meeting and asked how these are documented. The board stated that the complaints are documented with date and time, and regarding the request from Third Gen Salvage for a copy of those complaints and the open records request, the board is awaiting legal guidance before releasing records. No further public input.
7. **Marshal Report:** Marshal Chuck Muench read his report on 8 calls he received between June 2nd – July 2nd. All issues were resolved. A detailed report is available to view at the Village Hall.
8. **Old Business**
 - a. Discussion/ Possible action regarding a new proposal/agreement request from Bertram
 - i. Bertram accepted the Village's proposal and is drafting a contract. Motion by Linzmeier, second by Mangin, to table until next month. Motion carried.
 - b. Discussion/Possible action considering a change from monthly to quarterly utility billing (continued discussion from June meeting) Board discussed returning to quarterly billing due to:
 - i. No improvement in delinquent accounts under monthly billing.
 - ii. Significant staff time spent each month on billing, payments, and shutoff notices.
 - iii. Postage and processing costs.

PSC has indicated the change back to quarterly is permissible. Further information will be gathered for next month.

 - c. Update on Board of Review training assignments for 2026 BOR scheduled for September 30th, 2026, 5:00–7:00 p.m. The training materials have been purchased. Trustee McCulley will complete the required training before September 30th.

9. New Business

- a. Donahue & Associates to explain the PFAS issue and answer any questions. Representatives Adam and Mike presented findings regarding PFAS detected in wastewater sludge.

Key points:

- PFAS likely entered the system through hauled waste, not village sources.
- A new hauler was using non-dedicated tankers, possibly introducing contaminated residual waste.
- Hauled EIP water has been discontinued until further testing.
- A new sludge sample will be taken for the upcoming permit cycle.
- PFAS levels determine land-application restrictions and could significantly impact costs if levels remain high.
- Board will continue monitoring and follow DNR guidance.

10. Committee/Commission Reports

a. Personnel Committee

- i. Discussion/Possible action regarding amendment to Appendix A Wage Schedule for Clerk/Treasurer. Clerk wage adjustment: Motion by Linzmeier, second by Kronschnabel, to increase Clerk wage to \$25.50/hr effective August 1st. Motion carried.
- ii. Discussion/Possible action regarding employee contract and pay for attending meetings. Employee contract updates are needed regarding pay for attending special meetings. A fully revised amendment to the employee contract will be presented at the next board meeting. Motion by McCulley, second by Mangin, to table until next month. Motion carried.

b. Finance Committee

- i. Discussion/ Possible action regarding the ability to offer online payments for the 1st installment of property taxes through Transcendent Technologies. Option available; deadline has been extended to opt in to August 15th. The committee will research costs and bring recommendation next month.

c. Public Works Committee

- i. Proposal from Crack Filling Service
 - a. Discussion/Possible action regarding committee review of the quote from Crack Filling Services. Recommend acceptance of the \$11,500 proposal. Budget for street repair/maintenance is \$15,000. Additional work (slab lifting around catch basins) may be considered after crack filling. Motion by Johaneck, second by Kronschnabel, to approve. Motion carried.

d. Zoning, Setback & Building Committee

- i. Discussion/update on 113 Parkview Drive — continued item from June meeting pending owner–Building Inspector discussion.
 - a. The shed encroachment has been resolved; shed relocated fully onto owner’s property.

e. License Committee

- i. Discussion/Possible action on Beverage Operator’s License for Riley Pamperin
 - a. Motion by Kronschnabel, second by Johaneck, to approve Operator License for Riley Pamperin. Motion carried.

- f. **Cable TV Commission-** No Report; awaiting Bertram contract.

g. Weed & Nuisance Committee

- i. Update regarding letters that were mailed on May 26th & June 8th regarding long grass/weeds. Committee continues weekly inspections. One property near Meyer Court reported for unmowed area along Hwy S.

h. Park & Recreation Committee

- i. Scoreboard installed but not yet operational; manufacturer working with Youth Sports on wireless conversion.
- ii. Park dedication is scheduled for August 1st at noon. Shelter will be dedicated to Al Kiel, Diamond 2 will be dedicated to William Wallander. Additional donated improvements will be recognized.

i. Law Enforcement, Public Safety & Welfare Committee

- i. Discussion/Possible action regarding sidewalks that were reviewed and need repair/replacement
 - a. Sidewalk inspections have been completed; three properties will receive repair notice with an October 1st, 2026 compliance deadline.

j. Public Utility Committee

- i. Committee to Summarize from Utility Meeting
 - a. Jerry will be out July 23–26; Phil and Randy will cover.
 - b. Lightning strike caused significant equipment damage at wastewater plant
 - c. Generator systems functioned properly during recent power outage.
- ii. Update on unpaid water bills
 - a. 24 unpaid water bills; late notices to be mailed with disconnect scheduled for July 20th.

- k. **Planning Commission-** No active development. Contact was made with the owner of land west of the Parkview subdivision; family considering development options.

11. Correspondence None.

12. Adjournment: Motion by Johaneck to adjourn meeting, seconded by Kronschabel. All in favor. Motion carried. The meeting was adjourned at 8:14 p.m.

Prepared by: Sheena Kocourek Clerk/Treasurer

Note: These draft minutes are subject to approval at the August 3rd, 2026, Regular Monthly Village Board Meeting.