Village of Whitelaw
Regular Monthly Board Meeting Minutes
Monday, October 5th, 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, October 5th, 2026 at 7:00 p.m. by Village President, Randy Christensen. Present were trustees Lois Kiel, Jim Kronschnabel, Barney McCulley, Beverly Linsmeier, Stacey Mangin, Jeremy Johanek, and Clerk/Treasurer Sheena Kocourek.
   Public Present: Dean Najmayer, Ed VanEss, Mike Reimer, Tim Mangin, Rozann Mott, and Nick Schaden.
2. **Pledge of Allegiance:** The Board and public stood for the Pledge of Allegiance.
3. **Approval of the Agenda:** The agenda was confirmed as properly posted. Motion by McCulley to approve. Seconded by Kiel. Motion carried.
4. **Approval of Minutes** from the September 8th, 2026 meeting. Board members reviewed the minutes. A motion by Mangin to approve. Seconded by Kronschnabel. Motion carried.
5. **Approval of Bills/Treasurer Reports:** Sheena presented the monthly vouchers. President Christensen noted that the yellow-highlighted vouchers are typically reviewed by the Utility Committee. The Utility Committee meeting was rescheduled to the next evening and the vouchers will be reviewed then. It was also noted that Sheena purchased two-signature checks through Zander Press at a lower cost than purchasing them through the bank. Motion to approve the vouchers in the amount of $4,142.47 by Linsmeier. Seconded by McCulley. Motion carried.
6. **Public Input:** Ed VanEss addressed the board and stated that the hydrant on North Cherry Street required multiple attempts to open by the Public Works employee. Regarding the requested catch basin cleaning records he requested; he stated the documents received were sanitation-related and not what he requested. Sheena clarified that two of those reports were marked as storm. Ed noted that records are required to be kept for seven years. Ed also raised concerns about the condition of the water tower. Christensen reported the DNR findings: the tower is structurally sound, interior inspected by diver approximately four years ago, repainting estimated at $450,000.
7. **Marshal Report:** Sheena reported on behalf of Chuck, who was attending a conference. The report included 6 calls that Chuck responded to from September 11th- September 24th. All issues resolved. A detailed report is available at the Village Hall.
8. **Old Business**
   a. Discussion/Possible action to amend the newly approved Village Office hours- Sheena requested revising the office hours to closing on Fridays year round to walk-in traffic. Sheena will still be in the office every Friday and will respond to emails and calls. Previously approved office hours were Monday–Friday, 8 a.m.–3 p.m. (Sept. 1-May 31), summer hours Monday – Thursday (June 1-Aug.31) with the office being closed to walk-in traffic on Fridays only during summer hours. Motion to approve the updated hours by McCulley. Seconded by Johanek. Motion carried. The updated hours will become effective next week.
9. **New Business**
   a. Discussion/Possible action regarding information to be added to the December newsletter- Board members will review the previous newsletter and bring additions/changes to the next meeting. Christensen noted that the Utility billing change from monthly to quarterly has been approved by PSC but we are awaiting formal documentation; anticipated start January 2027.
   b. Discussion to determine the date and time for the Budget Meeting with Ginny Hinz- The Board selected Monday, October 12, 2026 at 6:30 p.m. for the meeting date. Ginny will call in as done in previous years. Motion by Linsmeier. Seconded by McCulley. Motion carried.
10. **Committee/Commission Reports**
    a. Personnel Committee- No report
    b. Finance Committee-
       i. Discussion on potential future committee meeting after budget review. Update: Credit card payment option for residents remains tabled due to cost; awaiting possible Workhorse solution.
    c. Public Works Committee
       i. Discussion/Update regarding snow plowing and winter maintenance services for the Village- Snowplowing bid update: Christensen stated that only one bid was received, a contractor from Kaukauna. A meeting is scheduled with the contractor on October 6th @ 6:30 p.m. Christensen also noted he did

reach out to the Manitowoc County Highway Department to see if they would reconsider providing service; which is awaiting committee review. A special board meeting may be required to approve a contract before snowfall.

d. Zoning, Setback & Building Committee
e. License Committee
    i. Discussion/Possible action on Alcohol License for Olivers Restaurant- Application was received for Oliver's Restaurant (231 E. Menasha Ave.) Motion to approve by Kronschnabel. Seconded by Johanek. Motion carried.
    ii. Discussion/Possible action on Beverage Operators License for Arno Gajewske (Weber's BP) - Conditionally approved pending receipt of beverage server training certificate. Motion by Kronschnabel. Seconded by Mangin. Motion carried.
f. Cable TV Commission
    i. Discussion/Update regarding the new proposal/agreement request from Bertram- Bertram contract under legal review. Motion to table by Linsmeier. Seconded by Kronschnabel. Motion carried.
g. Weed & Nuisance Committee
    i. Discussion/Update regarding letters mailed to residents with violations- Two letters sent; follow-up inspections pending. Additional letter sent regarding stormwater runoff; grass has been planted.
h. Park & Recreation Committee
    i. Park shutdown preparations beginning. Damage from Fire Department's 100-year celebration addressed with soil and seed. Lions Club and Whitelaw Sports planning new dugout slabs and roof installation; fencing already removed.
i. Law Enforcement, Public Safety & Welfare Committee
    i. Discussion/Update regarding sidewalk repair orders to affected residents- Two of three residents complied. Committee will determine next steps for remaining property, including potential repair and special assessment.
j. Public Utility Committee
    i. Update on unpaid water bills - Past-due accounts: 19 notices to be mailed October 6th; shutoff date October 19th . Four shutoffs occurred last month; two remain off. Utility Committee meeting was rescheduled for October 6th.
k. Planning Commission
    i. Christensen noted interest in the Phipps property for potential full-parcel purchase. Parkview Extension: possible sale or development; awaiting contact from property owners. Schambureck property: awaiting updated certified survey; Christiansen will follow up. Updated zoning map received; hard copy to be printed.

11. Correspondence-None.
12. Adjournment- Motion by Linsmeier to adjourn. Seconded by Johanek. All in favor. Motion carried. The meeting adjourned at 7:35 p.m.

Prepared by: Sheena Kocourek Clerk/Treasurer
Note: These draft minutes are subject to approval at the November 2nd, 2026 Regular Monthly Village Board Meeting.