VILLAGE OF WYOCENA BOARD MEETING AND PUBLIC HEARING
WYOCENA COMMUNITY CENTER
MONDAY – NOVEMBER 09, 2026– 6:00 P.M.

Minutes

CALL TO ORDER: Kim Bauer called the meeting to order at 6:00 pm.
PLEDGE OF ALLEGIANCE
ROLL CALL: President, Kim Bauer, Village Trustees David Morrison, Courtney York, Doug Rose, and Owen Landsverk.
RECOGNITION OF VISITORS: Tracy Warning asked the Village to change her water and sewer rates on the extra lot. Village agreed to change it to the Standby rates.
APPROVAL OF MINUTES: Motion made to approve the minutes from October 12, 2026 by Owen Landsverk, seconded by Doug Rose.

REPORTS:

a. **Library Director Report**: No report was given. Cyndi Heller noted that at the last Library Board meeting SCLS had sent a list of questions for the Library Board to answer with regards to ownership of Library items and service contracts in an effort to help the Library Board with the transition in the closing process.
b. **Public Works Foreman's Report:** See supporting documents.
c. **Police Chief's Report:** No report was given. Police Chief Larry Harkey was not in attendance. Kim Bauer noted that Chief Larry was present during Trick-Or-Treating and was present all day on election day and had intended to be present at the meeting tonight but his wife had fallen last night and was taken to the hospital so he could not be present.
d. **Administrator/Clerk/Treasurer Report:** Cyndi Heller reported the following:
    1. Changes needed to be reported to our insurance company. The list had not been updated for 3-4 years.
    2. The village needs to have a full assessment completed in 2027 in order to stay in compliance. She is reaching out to our assessment company to see what the cost will be so we can adjust the budget, if necessary, at the November 30th meeting.
    3. Lots of issues have been found with the water bills. There were a lot of move-in/move-out changes that were not put in the system (mostly from Skare Rd apts), so we have been fixing those. We have established a good contact with the Property owners as any unpaid bills fall on them to pay. There were 3 accounts that have been charged incorrect amounts for several years and will need credit given. One of which we will owe $2838.50 for overbilled usage that was paid for by the owner. Courtney York suggested making sure to give a letter of apology to that individual on behalf of the village when we issue him and check and send it to them. Cyndi also noted that while the utility prices were changed on the utility bills are sent out, they were not changed in the software program and that she updated all rates in the software program to match the rates on the card and on the PSC website.
e. **Approval of Vouchers:** See supporting documents. Cyndi Heller reported that the check made out to her was due to her payroll being set up wrong and her first paycheck was deposited in the Village's bank account and not her own. Therefore a check was written to pay her back for the paycheck that was due to her. Balance in checking account is $12,602.10. Balance in Money Market account is $981,856.30.

UNFINISHED BUSINESS:

1. **2026 Water Meter Replacement Project**: Henry DeBoer noted they still have 44 water meters left to replace. Next week he and Kyle are going to get at this hard. The goal is to have all

water meters replaced before the next billing cycle on December 21st. Residents are encouraged to call us if they have not had their meter changed out yet as we are finding many owners information has not been updated in our system with phone number changes or address changes if they have moved away.

2. **Library closure:** Next meeting is Monday, November 23rd at 4 pm in the Library.
3. **Update on Fire Department renovations:** Digging will on Thursday. Owen Landsverk informed us that the architect called stating DSPS who initially approved the designs came back to state the placement of the handicap lift is not correct. If placed in the new building the cost will increase $100,000 but if they redesign to place the lift in the old building, the cost will be $8,000. They will be putting it in the old building. Also, discussed putting information and updates on our web page for residents to stay informed on the progress and also to send out a letter to the residents notifying them of the renovations.

NEW BUSINESS:

1. **Nominations for appointees to the Village Board after resignation of Rebecca Sersch and Rusty Schiradelly**. Kim Bauer would like to appoint Ken Bond to the board. Owen reported he talked with Rebecca Sersch and she said she would reconsider.
2. **Village Property Insurance - Coverage Change:** After reviewing the renewal form, it was found we have been insuring vehicles and equipment we have not had for 3-4 years. An updated list was sent to the insurance company and the clerk is waiting to hear back from them on new price for renewal with all the changes. We should have this back in time for the budget review meeting on November 30th.
3. **Add a section on Village web page for Fire Department updates and overview of project:** See discussion above in #3 under old business.
4. **Review Proposed 2027 Budget.**
    a. **Review 2027 rental fees: Increase gym rental to $250/$450 and community room to $75 with TV included:** See discussion in 6 (a) below.
    b. **Review 2027 sewer rates to recapture $15,300 for effluent/influent meter changes:** See discussion in 6 (b) below.
    c. **Work on Grants in 2027 for Pond sludge removal, playground equipment, and other Fire Department grants:** Fire Chief, Brian Lemanczyk, reported that the grant writer for the Fire Dept is working on writing 3 more grants for 2027.
    d. **WSLR form still needs to be turned in for Roadwork aid:** DPW Director, Henry DeBoer, reported that the filing name needs to be changed to the current clerk's name, Cyndi Heller, and then he will be able to fill out the form. This form is due by December 15th.

5. **CLOSED SESSION:** The Village Board will enter into closed session pursuant to state statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. All employee positions and Village Board Members may be discussed. The board will return to open session.
    a. **Board discussed wage raises and agreed to give a 2% wage increase to the Village employees (Cyndi Heller, Lindsay Bishop, Henry DeBoer, and Kyle Terhall). Motion made by Kim Bauer to approve the 2% wage increase, seconded by Courtney York. Roll call: David Morrison – yes, Courtney York – yes, Doug Rose – yes, Owen Landsverk – yes, Kim Bauer – yes.**

6. **Board return to open session:** It was brought to the Board's attention by Kathy Morrison that the verbiage on the agenda did not include that action was to be taken after returning to open session and was not listed on the agenda. Village Board then discussed the issues in #4 above.

a. **The Board agreed to increase the rental fees for the rooms in 2027 to $100/$150 (resident/non-resident) for the community room and $250/450 for the gym. Motion made by Kim Bauer to approve the above rates, seconded by Owen Landsverk. Roll call: David Morrison, yes; Courtney York, yes; Doug Rose, yes; Owen Landsverk, yes; Kim Bauer, yes.**
b. **The Board discussed an increase in sewer rates in an effort to recapture the $15,300 to repair the effluent and influent meters and for future sludge removal from the ponds that will cost $154,000 in 2028. Motion was made by Courtney York to increase the base rate to $42/quarter and increase the usage rate to $6.75/1000 gallons. Seconded by Owen Landsverk. Roll call: David Morrison – yes, Courtney York – yes, Doug Rose – Yes, Owen Landsverk – yes, Kim Bauer – yes.**
c. **Board reviewed the approval of the 2% wage increase with the public.**
d. **Board reviewed the approval of the budget as presented above with the rate changes included. Motion to accept the proposed 2027 was made by Owen Landsverk, seconded by David Morrison. Roll call: David Morrison – yes, Courtney York – yes, Doug Rose – yes, Owen Landsverk – yes, Kim Bauer – yes.**
e. **Ken Bauer appointed Ken Bond to the Village Board to fill one of the vacancies. The clerk will post the other vacancies after confirming with Rebecca Sersch that she will not be reconsidering her resignation.**

BOARD COMMENTS: The proposed 2027 budget will be posted on the bulletin boards inside the Village Hall, outside the Village Hall, at the Post Office, and on our web page. Notice is given that the public will have 15 days to review the budget. On Monday, November 30th, a public hearing will be held for the public to bring any comments to the Village Board on the proposed budget and ask questions. After hearing public comment, the board will enter into closed session where they will vote on any proposed changes. There will be no open session after the closed session.

ADJOURNMENT: Motion to adjourn made by Owen Landsverk, seconded by David Morrison.

NOTICE OF POSTING
Village clerk posted the Minutes for the November 9, 2026 Village Board meeting on the bulletin board at the Wyocena Community Center, Wyocena Post Office, the Wyocena Library Entrance, and the village website on Tuesday, November 10, 2026.

Cyndi Heller, Village Clerk