COMMON COUNCIL MEETING MINUTES

September 22, 2026 at 6:30 PM

303 Mansion Street Mauston, WI

1. **Call to Order/Roll Call:** The Common Council meeting was called to order on Tuesday, September 22, 2026, at 6:40 p.m. by Mayor Darryl Teske. Members present were Jim Allaby, Mary Bender, Leanna Hagen, Barb Hoilien, Tim Ponshock, Casey Radcliff, and Kayla Thomas. Also present were City Administrator Daron Haugh, Public Works Director Rob Nelson, Police Chief Mike Zilisch, and Deputy Clerk Carole Wolff.
2. **Pledge of Allegiance:** Mayor Teske led the Pledge of Allegiance.
3. **Minutes:** Motion by Ponshock, seconded by Thomas, to approve the minutes of September 8, 2026. Motion carried by voice vote.
4. **Citizens Address to the Council:** No one spoke.
5. **Public Hearing – Conditional Use to Reduce the Required Roof Pitch and Eave Width:** The hearing opened at 6:41 p.m. regarding the 641 Fleet Street property. Two members of the public spoke. Discussion clarified that the conditional use would not amend the ordinance and addressed concerns regarding lot lines and setbacks.
6. **Close Public Hearing:** Motion by Radcliff, seconded by Hagen, to close the hearing. Motion carried by voice vote. The public hearing closed at 6:47 p.m.
7. **Resolution 2026-P-07 – Roof Pitch and Eave Width:** Motion by Hoilien, seconded by Bender, to approve Resolution 2026-P-07. Motion carried by unanimous roll call vote.
8. **Resolution 2026-P-06 – Front Yard Setback on a Corner Lot:** The Council considered a setback reduction for a Habitat for Humanity home on Prairie Street to accommodate a three-bedroom home while maintaining the required 25-foot setback along Prairie Street. Motion by Thomas, seconded by Radcliff, to approve Resolution 2026-P-06. Motion carried by unanimous roll call vote
9. **Mauston Area Municipal Court Bond Schedule:** Haugh explained that the schedule was updated to address the recently adopted e-bike ordinance. Motion by Thomas, seconded by Allaby, to approve the Mauston Area Municipal Court Bond Schedule. Motion carried by voice vote.
10. **Reports from Committees, Boards, and Commissions:** Hagen reported that the 2026 Spruce Up Mauston tree request forms are available, with distribution anticipated October 3, 2026. A committee has been formed to assist with the event.
11. **Personnel and Negotiating Committee**

a. Full-Time Administrative Assistant Position: Motion by Hagen, seconded by Allaby, to approve changing the part-time Administrative Assistant position to full-time, effective October 1, 2026. Motion carried by unanimous roll call vote.

12. Ordinance, Licenses, and Permits Committee

a. Ordinance 2026-2089 – Boulevard Cleaning and Maintenance: Following discussion, motion by Hagen, seconded by Thomas, to table Ordinance 2026-2089 for further review. Motion carried by voice vote.

b. Ordinance 2026-2090 – Collection and Mandatory Recycling: First reading was held. No action was taken.

c. Knox Box Appeal – 134 E. State Street: The Committee's motion to recommend approval of the appeal had failed. No further Council action was taken.

13. Public Works Committee Report

a. Van Ert Electric Co., Inc. – Pay App #1: The payment covers Phase 2 electrical work for the lift station project, for which the City received approval of a $1 million grant. Motion by Thomas, seconded by Allaby, to approve Pay App #1 in the amount of $1,172,468.15. Motion carried by unanimous roll call vote.

14. Finance and Purchasing Committee Report

a. Vouchers: Motion by Radcliff, seconded by Hoilien, to approve vouchers totaling $253,511.84. Motion carried by unanimous roll call vote.

b. Market & Johnson, Inc. – Pay App #12: Motion by Radcliff, seconded by Hoilien, to approve Pay App #12 in the amount of $7,333.35. Motion carried by unanimous roll call vote.

c. Market & Johnson, Inc. – Pay App #13: Motion by Radcliff, seconded by Hoilien, to approve Pay App #13 in the amount of $159,300.36. Motion carried by unanimous roll call vote.

d. 2027-2031 Five-Year Rolling Capital Plan: Motion by Radcliff, seconded by Hoilien, to approve the 2027-2031 Five-Year Rolling Capital Plan as a framework for future budgeting and planning with individual expenditures subject to separate approval. Motion carried by voice vote.

15. Police Chief's Report: Chief Zilisch presented the August 2026 report noting a decline in citations and warnings. The newly hired officer is scheduled to begin September 28, 2026.

16. City Council Report: No reports were presented.

17. **Mayor's Report:** Mayor Teske apologized to the Council for missing the Fire Department golf outing on Sunday, September 20, 2026. He also thanked City employees for their efforts and commented on the employee picnic.

    a. Mayoral Appointment: Motion by Thomas, seconded by Hagen, to approve the mayoral appointment of Amanda Ketchum to the Board of Parks Commission. Motion carried by voice vote.

18. **City Administrator's Report**

    a. Volunteer System for City Events: Haugh discussed establishing a volunteer system to assist with growing City events and reducing demands on staff. Potential partnerships with student organizations were discussed. Motion by Thomas, seconded by Allaby, to authorize Haugh to establish a volunteer system for City events. Motion carried by voice vote.

    b. Hotel Feasibility Study: Haugh reported that the study's findings differed from an earlier study and raised concerns regarding projected hotel demand. No action was taken.

    c. Budget Workshop: Haugh reported that the first draft budget would be provided at the October 13 Council meeting. The Council agreed to schedule the budget workshop for October 20, 2026, at 6:00 p.m.

19. **Closed Session:** Motion by Thomas, seconded by Allaby, to convene in closed session at 7:23 p.m. pursuant to Wis. Stat. § 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, regarding the Loomis Drive vacant property. Motion carried by unanimous roll call vote.

20. **Reconvene in Open Session:** Motion by Hagen, seconded by Ponshock, to reconvene in open session at 7:47 p.m. Motion carried by unanimous roll call vote.

21. **Action Resulting from Closed Session:** Motion by Ponshock, seconded by Hagen, to authorize Haugh to proceed with the purchase of vacant land on Loomis Drive. Motion carried by unanimous roll call vote.

22. **Adjournment:** Motion by Hagen, seconded by Allaby, to adjourn. Motion carried by voice vote. The meeting adjourned at 7:48 p.m.

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Chair Date