



BOARD OF TRUSTEES MEETING MINUTES

May 13, 2025 at 7:00 PM

Ridgeway Community Center - Room 101/102 208 Jarvis Street, Ridgeway, WI 53582

CALL TO ORDER AND ROLL CALL

Meeting called to order by President Butler at 7:01 pm.

PRESENT: President Bradley Butler, Trustee Kellee Venden, Trustee Cynthia Niehaus, Trustee Julene Garner, Trustee Ruth Nevins, Trustee Steve Vosberg, Kevin Meckley-Streets and Parks Superintendent, Marj Riniker-Administrative Services Specialist and Lori Phelan-Clerk/Treasurer. Absent: Michael Gorham-Marshall

CONFIRMATION OF OPEN MEETING

Phelan confirmed this was a properly noticed meeting posted on May 9, 2025, at the Ridgeway Community Center and the Village website, with notification sent via email/text to subscribers.

PLEDGE OF ALLEGIANCE

The pledge was recited.

PUBLIC COMMENT

John Wepking-Meadowlark regarding possibly renting and cropping the land on Grove Street. Will return with a proposal to the Village Board.

CONSENT AGENDA

Motion by Niehaus, seconded by Venden to approve the consent agenda as presented. Motion carried.

1. Minutes to be Adopted:
Board of Trustees April 8, 2024
2. General Fund Disbursements for Board Approval
General Fund Disbursements totaling \$82,553.54
April Credit Card Purchases totaling \$2,669.26
April ACH Payments totaling \$110,258.46
3. Adoption of Agenda

ANNOUNCEMENTS, DEPARTMENT REPORTS, AND CORRESPONDENCE

4. President Message

Commission and Committee Appointments

Plan Commission members:

Chair-Bradley Butler, Public Works Director, Andrew Phelan, Rick Short, Kevin Zeier, one additional citizen (VACANT)

Park & Recreation Commission:

Chair-Bradley Butler, Trustees & staff-Julene Garner, Cynthia Niehaus, Kevin Meckley; Citizen members-Michele Casper, Melissa Hooks, Tara Meckley.

Finance Committee:

Chair-Bradley Butler, Kellee Venden, Steve Vosberg

Committee on Public Works, Safety, and Health:

Chair-Cynthia Niehaus, Ruth Nevins, Julene Garner

Park & Rec Updates-Amber and Amy have submitted resignations for the Farmer's Market, Tara Meckley will be taking over with the help of Amber. Applied for a DNR grant for park playground improvements. Planning and prep for Independence Day Celebration.

Park Water bubbler repair - B & C Excavating Quote for \$1145.00 was verbally pre-approved by Butler

B & M Quote El-O-Matic Valve Actuator - Pre-approved by Butler in the amount of \$1969.46

5. Clerk/Treasurer Report

Phelan shared April month end balances of all bank accounts.

All accounts-1,678,041.72

GF Pooled Checking-572,312.05

GF Money Market-825,060.38

Sewer DNR Replacement-92,854.23

Water Money Market-88,037.82

CDBG Accounts-0

RD Sewer Replacement-37,926.40

Holiday Helper-24,818.87

SDWL Debt Service-38,574.42

Resumes are being reviewed and interviews to be scheduled for the Director of Public Works position.

Municode Codification of Code of Ordinance to be online soon.

6. Public Works, Streets and Parks Report

Kevin and Harry have painted the concession stand, replaced boards in the stage and stained them. Siding on the concession stand, rather than the maintenance of painting. Obtain quotes for budget next year.

Posts have gone out along with website notifications for volunteers to assist with installation of the Memorial Bricks.

7. Marshal Report-no report received for April

8. Correspondence

Phelan shared that the PSC Public Hearing was done today. Next step is to get PSC approval and notification. Once received the effective date will be established. Then a brief Q & A document will be posted on the website with notifications sent to subscribers. Then a more detailed Q & A will be included with May utility bills.

ITEMS FOR CONSIDERATION AND ACTION

9. Jessica Sweet addressed the board about placing a Smart Vending Machine in the Community Center. Will bring a business proposal to the next meeting.
10. **Motion by Nevins, seconded by Garner for the Village to obtain Admin control take over payment of the Farmer's Market Facebook advertising. Motion carried.**
11. **Motion by Niehaus, seconded by Vosberg adopt Ord 2025-01 Amending Village of Ridgeway Code of Ordinances Chapter 1.04. Motion carried.**
12. **Motion by Vosberg, seconded by Niehaus to adopt Resolution 2025-03 Applicant Resolution for Outdoor Recreation Grant Applications for the DNR Stewardship Grant for playground improvements. Motion carried.**
13. **Motion by Venden, seconded by Niehaus to approve the quote from Midwest for \$4200.00 for repair of the salt storage apron. Motion carried.**
14. **Motion by Niehaus, seconded by Garner to approve the quote for \$14,314.00 from B & M for purchase and installation of the composite sampler. Motion carried.**
15. Special meeting date set for May 28, 2025 at 6:30 pm with Bart Nies of Delta 3.
16. **Motion by Niehaus, seconded by Vosberg to approve up to \$14,000 for G-Pro or MZ for demolition and removal of the portable building at the Community Center to whichever company can get it done by August 31, 2025. Motion carried.**
17. **Motion by Nevins, seconded by Vosberg to authorize Phelan to move forward with the 2025 Simplified Rate Case application. Motion carried.**
18. **Motion by Garner, seconded by Niehaus to approve the Key Club hosting a Red Cross Blood drive in the Multi-purpose room at the Community Center and waiving the fee. Motion carried.**
19. **Motion by Niehaus, seconded by Garner to obtain a Costco Business Membership and Costco Credit Card for the Village of Ridgeway. Motion carried.**
20. **Motion by Niehaus, seconded by Nevins to convene in 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 government body has jurisdiction: Administrative Services Specialist/Deputy Clerk, Organizational Chart. Motion carried.**
21. **Motion by Niehaus, seconded by Nevins to reconvene in open session. Motion carried.**
No action was taken on the closed session discussion.

Motion by Garner, seconded by Venden to adjourn at 9:13pm. Motion carried.

Approved at the June 10, 2025 Board of Trustees meeting.