

THE VILLAGE OF



RIDGEWAY

BOARD OF TRUSTEES MEETING MINUTES

May 12, 2026 at 6:30 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 6:30 pm.

PRESENT: President Bradley Butler, Trustee John Harpold, Trustee Cynthia Niehaus, Trustee Kayla Goebel, Trustee Julene Garner, Trustee Ruth Nevins, Lamont Larkins-Director of Public Works, Kevin Meckley-Streets and Parks Superintendent, Michael Gorham-Marshall and Lori Phelan-Clerk/Treasurer. Nevins arrived at 6:55 p.m.

CONFIRMATION OF OPEN MEETING

Phelan confirmed this was a properly noticed meeting being posted on May 8, 2026 at the Ridgeway Community Center and on the Village website with notifications being sent to subscribers via email and/or text. An amended agenda was properly posted and noticed on May 11, 2026.

PLEDGE OF ALLEGIANCE

Pledge was recited.

PUBLIC COMMENT

*Members of the public may address the Village Board during this time. Comments are limited to **three (3) minutes per speaker**. The Village Board will **not engage in discussion or take action** on items presented during public comment. However, issues raised may be referred to Village staff or scheduled for discussion at a future meeting.*

None

CONSENT AGENDA

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

1. Minutes to be Adopted:
April 16, 2026 Board of Trustees
2. Pooled Checking Account Disbursements-\$58,572.23
Chase Credit Card Purchases-\$1,200.99
Citibank Costco Credit Card Purchases-\$204.54
April ACH Payments-\$98,722.19
April Payroll-\$16,217.21
3. Adoption of Agenda

PUBLIC HEARING COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

Topics of discussion –

- The Citizen Participation Plan for the Community Development Block Grant for Public Facilities (CDBG-PF)
- Proposed activities for Proposed Infrastructure Improvements – Main Street Project:
 - Main Street (approx. 400' west of Level St. – Cardinal Way): 8" sanitary sewer replacement; 4" sanitary force main replacement; 6" and 8" water main to be replaced with 8", 10", and 12" water main; storm sewer replacement and additions; street lighting system replacement; curb and gutter replacement; sidewalk replacement; full street reconstruction; and yard landscaping/restoration
 - Cretney Street (Main St. – Kirby St.): 1" water service replacement with proposed 8" water main; disturbed curb and gutter patching; disturbed street pavement patching; and yard landscaping/restoration
- Estimated Project Costs = \$2,872,500
- Estimated Project Costs w/street lighting = \$3,047,500
- LMI % = 59.18% (Community Wide Income Survey)
- Amount to be requested for Project (\$1,000,000)
- The proposed amount of funds (\$1,000,000) to be used to benefit low-and moderate-income persons
- Goals and objectives of the CDBG program
- The total amount of CDBG funds available
- Public facilities, economic development, and housing needs
- Whether any persons will be displaced as a result of the proposed activities.

Attendees were advised that CDBG-PF Application Proposal can be changed in response to local demand or can apply for funding for other activities at a later date.

Attendees were advised of other housing, public facility, and economic development activities that can be assisted with a CDBG Grant.

Motion by Niehaus to close the Public Hearing. Seconded by Butler. Motion carried.

Motion by Niehaus to re-open the Public Hearing, seconded by Garner. Motion carried.

Discussed the Citizen Participation Plan.

Motion by Niehaus to close the Public Hearing, seconded by Garner. Motion carried at 6:48 p.m.

REGULAR BOARD OF TRUSTEE MEETING

Motion by **Butler** to adopt Resolution #2026-03 Adopting a Citizen Participation Plan, seconded by **Garner**. Motion carried.

Motion by **Butler** to adopt Resolution 2026-04 Adopting Excessive Use of Force/Non-Violent Demonstration Policy, seconded by **Garner**. Motion carried.

Motion by **Butler** to approve the certifications selecting #1, 5 and 7, seconded by **Niehaus**. Motion carried.

Motion by **Butler** to approve Resolution #2026-05 Matching Funds, seconded by **Harpold**. Motion carried.

Motion by **Butler** to approve Resolution #2026-06 Fair Housing Ordinance, seconded by **Goebel**. Motion carried.

Motion by **Niehaus** to approve Delta 3 Capital Improvement Plan, seconded by **Nevins**. Motion carried.

Motion by **Nevins** to adopt Resolution #2026-07 Authorizing Resolution to Submit CDBG-PF App, seconded by **Goebel**. Motion carried.

Motion by **Niehaus** to approve Delta 3 to submit an application for the DNR Safe Drinking Water Loan Program (SDWLP), seconded by **Goebel**. Motion carried.

Motion by **Butler** to adopt Resolution #2026-08 Wisconsin DNR SDWLP Authorized Representative Resolution, seconded by **Harpold**. Motion carried.

Motion by **Niehaus** to adopt Resolution #2026-09 Wisconsin DNR SDWLP Reimbursement Resolution, seconded by **Goebel**. Motion carried.

Motion by **Niehaus** to approve Delta 3 to submit an application for the DNR Clean Water Fund Program (CWFP), seconded by **Goebel**. Motion carried.

Motion by **Nevins** to adopt Resolution #2026-10 Wisconsin DNR CWFP Authorized Representative Resolution, seconded by **Garner**. Motion carried.

Motion by **Butler** to adopt Resolution #2026-11 Wisconsin DNR CWFP Reimbursement Resolution, seconded by **Garner**. Motion carried.

Motion by **Niehaus** to approve Plan, Specs and Estimates. Motion seconded by **Nevins**. Motion carried.

Motion by **Nevins** to approve the Engineering Contract with Delta 3 Engineering, seconded by **Garner**. Motion carried.

ANNOUNCEMENTS, DEPARTMENT REPORTS, AND CORRESPONDENCE

5. President Messages:

- Shared a request regarding a Data and Energy Center in the Village-rejected
- 18/151 Resolution officially acknowledged by DOT.
- Met with DOT officials regarding 18-151 design work. The Village positions were shared, understood and acknowledged.
- Main Street Project continues to have ongoing meeting and discussions. Public Involvement meeting being held on May 18th in the Community Center Gym from 5p-7p.
- Production phone call with Senator Marklein regarding 18/151, housing and business development, and utility capacity.
- Public Works is working to finalize capacity limit calculations for the WWTP and wells to support future residential growth.

6. Clerk/Treasurer Report:

Phelan shared April 2026 month end balances of all bank accounts:

All accounts-\$1,802,959.36
GF Pooled Checking-\$633,895.36
GF Money Market-\$857,575.18
Sewer DNR Replacement-\$96,513.54
Water Money Market-\$89,358.58
CDBG Accounts-0
RD Sewer Replacement-\$59,886.56
Holiday Helper-\$27,649.52
SDWL Debt Service-\$39,486.15

Concession stand opening this Sunday.
Open trustee seat posted on the Village website and Facebook.

7. Public Works, Streets and Parks Report – None received.
8. Marshal Report:
Received and filed:
April Activity Report
Letter to the Board
9. Correspondence - NONE

OLD BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

10. Proposed 2026 Street Reconstruction – Kirby Street Award of Construction Bids
Motion by **Niehaus** to table this item until the June meeting, seconded by **Nevins**. Motion carried.
11. Inclusive Baseball T-shirts
Motion by **Butler** to approve the Park & Recreation Commission recommendation to use up to \$350.00 from the Holiday Helpers account to purchase t-shirts for the Inclusive Baseball Team. Motion seconded by **Nevins**. Motion carried.
12. Insurance Claim - Playground Equipment Replacement
Phelan submitted a claim for new pieces of equipment to replace the pieces vandalized. Waiting on the response.
13. Grease Ordinance
Motion by **Butler** to table until the June meeting and present with changes as discussed, seconded by **Garner**. Motion carried.

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

14. WWTP Computer Quotes
Motion by **Butler** to accept the quote from Team Logic as presented, seconded by **Nevins**. Motion carried.
15. Park and Recreation Commission Update:
-The Commission is in need citizen members-information will be posted on the website and Facebook.
-Commission direction was not discussed at this time pending citizen participation.
Motion by **Butler** to accept the Park and Recreation Commission recommendation to waive the requirement for the Streets and Parks Superintendent to attend the commission meetings, seconded by **Nevins**. Motion carried.

ADJOURNMENT

Motion to adjourn by **Niehaus** to adjourn, seconded by **Garner**. Motion carried. Adjourned at 8:40 p.m.

DRAFT MINUTES TO BE APPROVED AT THE NEXT REGULAR SESSION BOARD OF TRUSTEES MEETING.