



VILLAGE BOARD OF TRUSTEES

MINUTES

Wednesday, March 4, 2026

1. CALL TO ORDER AT 6:02 pm

ROLL CALL: K. HANDRICK-Present, M. AHRENS-Present, K. SORENSON-Absent, K. PAUL-Present, B. PARLIER-Present, J. LAWRENCE-Absent, A. CABRERA-Present via Teams

2. PLEDGE OF ALLEGIANCE

3. RECOGNITION OF VISITORS

a. Virtual Meeting Guidelines

This meeting will be recorded and available upon request

b. Public Participation at Government Meetings

-In Person Attendance: Fire Chief Darrin Hall, Village Attorney Shane VanderWaal, Taryn Stittleburg-Riesgraf (Stittleburg Restorative Health Care), Steve Fischer & MaryKay Adamski (Fischer Transportation)

-Virtual Attendance: Kevin O'Brien (Record Review), Michael (Unverified), Ryan Dallman

4. APPROVAL OF VILLAGE BOARD MEETING MINUTES

a. February 4, 2026 Regular Village Board Meeting

MOTION – Approve February 4, 2026 Regular Board Minutes

Motion made by Parlier second by Cabrera. Motion passed by voice vote.

b. February 11, 2026 Special Village Board Meeting

MOTION – Approve February 11, 2026 Special Village Board Minutes

Motion made by Paul second by Parlier. Motion passed by voice vote.

5. APPROVAL OF LICENSE APPLICATIONS

a. Discuss and Approve Operator License for Jamie Heindl – Arrow Tap

Jamie Heindl applied for Operator License for Arrow Tap. She passed background check and provided required paperwork with application.

MOTION – Approve Operator License for Jamie Heindl – Arrow Tap

Motion made by Ahrens second by Paul. Motion passed by voice vote.

6. ADMINISTRATORS REPORT

Administrator Cherek updated the Board with the daily operations of the Village since the February 4th meeting and provided his objectives for the upcoming month. The full Administrators Report can be found in the Agenda Packet.

7. UNFINISHED BUSINESS

a. Discuss and Possible Action on Fire Department Engine #46

Cherek provided the Board with a quote from North Star Emergency Vehicle Service, Inc. to repair the broken pump and gear case on Engine #46 totaling \$41,081. Quote does not include price to get engine to Woodruff where the repairs would take place. North Star estimates the max value the Village could get on Engine #46 is \$10,000 – 15,000 selling it, even if repairing it is the route the Village takes. Repairing could give the Department 5-10 more years use. North Star also inspected a used truck that fits the Village ISO ratings but determined it would cost over \$100,000 to get the truck to operating standards of the Department.

Cherek presented the Board with 3 options: 1) purchase a used engine, 2) repair Engine #46 or 3) sell #46 and not replace it. Option 1 would approve spending of up to \$125,000 financed through a 2026 10-year GO Note. Payments would begin in 2027 and be funded by a combination of 2027 FD Operating Budget reductions and increases in 2027 Fire contracts. Option 1 keeps the Village in line with the adopted 2025-2029 Capital Improvement Plan. Option 2 requires a 2026 Budget Amendment redirecting \$35,500 in funds from the 2026 Street Overlay and Surface Treatment budget and \$10,000 from the FD budget for Fire Tanker Maintenance. Repairing would affect the approved 2025-2029 CIP and delay needed street repairs. Option 3 would affect the Department's ISO ratings and could drop from a Class 6 to a Class 9. A change like this could negatively impact affected property owners' insurance premiums.

The Board discussed the 3 options and guided Cherek and Hall to begin searching for a used engine.

MOTION – Guide Administrator Cherek and Chief Hall to Begin Searching for a Used Engine in the \$100,000 Price Range and Report Back to Board on Findings Within the Next 3 Months

Motion made by Ahrens second by Parlier. Motion passed by voice vote.

- b. Discuss and Possible Action to Approve Purchase of Sign Design for County Materials Sports Complex Using New Donation Pledge Funds

Per the Board's decision made at the February 11th Special Board Meeting, Cherek reached out to the donation source with whom he has been working on the sign design for County Materials Sports Complex to inform them the informational signs were put on hold until funds become available to purchase and install. This donation source came back and pledged to contribute funds to cover installation of driveway, sidewalk and park entrance signs. Donated funds will not go towards field signs. Budget amendment is not needed for this purchase approval.

MOTION – Approve Purchase of Signs from Stratford Sign Company for County Materials Sports Complex Using Donated Funds

Motion made by Paul second by Ahrens. Motion passed by voice vote.

8. NEW BUSINESS

- a. Update on Village of Marathon City Cooperative Agreement No. 4B-00E03200 Wisconsin Assessment Monies (WAM)/Brownfield Site Assessment Grant for the Weisenberger Tie & Lumber Site in Marathon City

The Weisenberger Tie & Lumber site contamination has been an ongoing issue for years. The DNR did an initial site cleanup about 10 years ago and capped the brownfield area of known contamination but never went further to see if contamination spread or if cleanup was complete. In 2022 the Board approved a Resolution for Village Administrator Kurtz to apply for a WAM/Brownfield Site Assessment Grant. Cherek has since followed up with Marathon County and the DNR on the grant submittal and reported the awarding of it to the Village. The grant is 100% DNR funded. The DNR is currently contracting out an engineering company to come up with a project plan and the site sample analysis to give the County and the Village a complete overview of the property contamination.

- b. Discussion on Fisher Transportation Inc (Marathon School Busing) STH 107 Village Snow/Ice Removal Request

On the morning of February 20th during a snowstorm of about 2" per hour snowfall rate, a Fischer Transportation bus got stuck on Highway 107 (Main St) near 5th St while on their route to schools. Marathon County, who controls the snow and ice removal on Highway 107, plowed the roads around 4:30 and 6:00 that morning. The Village plows were out on their routes when the bus got stuck. The Police Chief and 1 of the Village plows went to assist the bus driver. Fischer Transportation requested the Village assist buses by salting and plowing Main St from 4th St to 8th St in a case of a snowstorm like that one again. Cherek fears assisting could set a precedence to the County giving more control back to the Village which would restrict the Village's budget, time, and materials. The Board agreed to have the Village Street Dept do their best to monitor snow storms and road conditions and assist with extra salt/sand when they see fit.

- c. Discussion on Stittleburg Restorative Health Care Development Agreement
Administrator Cherek welcomed Taryn Stittleburg-Reisgraf from Stittleburg Restorative Health Care (SRHC) to discuss the Development Agreement (DA) and answer any of the Trustees' questions about the development. As proposed at the November 11, 2025 meeting, the development is a 2-phase plan with Phase 1 consisting of construction of an integrated medical clinic as well as a farm to table retail store no later than December 31, 2026. Phase 2 would be development of a spec building designed to attract future business and economic development.

Cherek highlighted the Village's obligations in the DA as follows: create a CSM for the 400 Block splitting current lot into 3 lots (Exhibit B) and sell lots 1 & 3 for \$1 to SRHC; submit a Community Development Investment Grant for up to \$250,000 thru the Wisconsin Economic Development Corporation (WEDC) (Exhibit E); acquire title insurance for \$225,000; pay SRHC a Direct Business Assistance Grant of \$25,000 to be used for the purpose of project costs such as sidewalk and utility installation on Phase 1; and provide a Developer Incentive Payment of \$25,000 upon SRHC upon construction of Phase 2 on Option Lot 2.

The Developer is obligated to construct a facility with no less than \$2,600,000 construction cost within Phase 1 with a guaranteed tax increment assessment value of \$1,820,000. Tax Increment Revenue to be at least \$32,616 per year beginning January 1, 2027 and payable in 2028. SRHC has until December 31, 2028 to provide written notice of intent to exercise Option for Phase 2 in which she would purchase Lot 2 from the

Village for \$1 and agrees to a construction value of \$800,000 with \$560,000 tax assessment value and guaranteed tax increment revenue of \$10,035 for the 2030 tax year.

Stittleburg read a letter to the Board in regards to a required \$75,000 Irrevocable Letter of Credit established as a security measure for the Village, should construction begin and not be completed. She proposed 2 alternative options; a bond backed guarantee or a line of credit that could be transferred to the Village in 2-5 business days. The Board decided to go into closed session to discuss her alternatives with Attorney VanderWaal.

9. VILLAGE BOARD WILL GO INTO CLOSED SESSION BY ROLL CALL VOTE PER WIS. STAT. 19.85(1)(e) "DELIBERATING OR NEGOTIATING THE PURCHASE OF PUBLIC PROPERTIES, THE INVESTING OF PUBLIC FUNDS, OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION."

MOTION – Go into Closed Session per Wis, State. 19.85(1)(e) at 7:38 pm

Motion made by Paul second by Ahrens. Motion passed by roll call vote.

Ahrens-Y Paul-Y Parlier-Y Cabrera-Y (switched to phone call) Handrick-Y

- a. Stittleburg Restorative Health Care Development Agreement

10. VILLAGE BOARD WILL RETURN TO OPEN SESSION BY ROLL CALL VOTE

MOTION – Go into Open Session at 7:58 pm

Motion made by Parlier second by Paul. Motion passed by roll call vote.

Paul-Y Parlier-Y Cabrera-Y Handrick-Y Ahrens-Y

11. TAKE ACTION ON CLOSED SESSION ITEMS IF NEEDED

- a. Discuss and Possible Action on Stittleburg Restorative Health Care Development Agreement
Administrator Cherek and Attorney VanderWaal informed Stittleburg that the Direct Business Assistance Grant can be used to cover the funds required to obtain the \$75,000 Letter of Credit.

Full Development Agreement can be found in the Agenda Packet.

MOTION – Approve Development Agreement for Stittleburg Restorative Health Care as Presented

Motion made by Ahrens second by Paul. Motion passed by roll call vote.

Parlier-Y Cabrera-Y Handrick-Y Ahrens-Y Paul-Y

- i. Discuss and Possible Action on CSM for 400 Block – Stittleburg Development Project Lots 1&3

Approval of the DA in 11a requires approval of the lot split depicted in Exhibit A of the DA.

MOTION – Approve CSM for the 400 Block – Stittleburg Development Project Lots 1&3

Motion made by Paul second by Parlier. Motion passed by voice vote.

12. REVIEW AND APPROVAL OF BILLS

The Trustees questioned the following bill payments:

Check 49358 – Elan Financial Services – fuel on Village credit card – used for loader – all other fuel used at Kwik Trip

Check 49362 – Haas Sons, Inc. – sand for streets

MOTION – Approve Payment of Bills

Motion made by Ahrens second by Paul. Motion passed by voice vote.

13. RESOLUTIONS AND ORDINANCES

- a. Discuss and Approval of Resolution 2026-03-04A: Declare Official Intent Under Reimbursement Bond Regulations

Ehlers has recommended passing this resolution in accordance with US Treasury Reimbursement Bond Regulations. The Resolution defines who is authorized to declare an official intent to reimburse cash funds used for Capital Projects by way of bond issuance if the Village ever finds itself with cash flow constraints. It provides a template Declaration of Official Intent.

MOTION – Approve Resolution 2026-03-04A: Declare Official Intent Under Reimbursement Bond Regulations

Motion made by Parlier second by Ahrens. Motion passed by voice vote.

- i. Discuss and Approval of Declaration of Official Intent 2026-03-04A to use up to \$150,000 Utility Reserve Fund for Well #5 Project with Intent of Reimbursement by the Clean Water Loan

MOTION – Approve Declaration of Official Intent 2026-03-04A

Motion made by Paul second by Parlier. Motion passed by voice vote.

- b. Discuss and Approval of Resolution 2026-03-04B: Amending the 2026 General Fund and 2026 Park Fund Budgets for the Red Granite Monument Purchase and Installation

At the February 11, 2026 Special Board meeting the Trustees approved purchase of a red granite monument at County Materials Sports Complex using \$11,000 of general funds from the 4th St project. This resolution is amending the 2026 Budget to reflect the fund transfer from the General Fund to the Park Fund.

MOTION – Approve Resolution 2026-03-04B

Motion made by Ahrens second by Parlier. Motion passed by voice vote.

14. FUTURE SCHEDULED MEETINGS:

- a. Regular Village Board Meeting – Wednesday, April 1, 2026 – 6:00 pm
- b. Special Village Board Meeting – As Needed

15. ADJOURNMENT at 8:18 pm

Motion to adjourn made by Parlier second by Paul. Motion passed by voice vote.

Cassie Lang
Village Clerk / Deputy Treasurer