

**ALLOUEZ VILLAGE BOARD MEETING MINUTES
TUESDAY, FEBRUARY 3, 2026 AT 6:30 P.M.
ALLOUEZ VILLAGE HALL, 1900 LIBAL STREET**

CALL TO ORDER / ROLL CALL

President Rafter called the meeting to order at 6:30 p.m.

Present: Atwood, Genrich, Harris, Leiterman, Marsch, Rafter, Sampson

Also Present: Jim March, Sean Gehin, Trevor Fuller

MODIFY / ADOPT AGENDA

Sampson/Harris moved to adopt the agenda as presented. Motion carried.

ANNOUNCEMENTS

a. Walk to Mary on May 2nd (recurring event)

PUBLIC COMMENT

Charles Collier, 1221 S. Webster Avenue

- Candidate for Brown County Supervisor, District 15 for the April election
- Excited to get back to being involved in the community, wants to be a good partner for the village

PRESENTATION

a. Development Concept, Allouez Development Group, LLC - 1905 S. Webster Avenue

Craig Rose, Rodac Development & Construction

- Provided an overview of the conceptual development proposal for a multi-family, mixed-use building located at 1905 S. Webster Ave.
 - 103 apartment units (1 & 2 bedrooms & studios) with commercial space around 9,000 square ft.
 - Two stories of apartment units above the commercial space
 - Outdoor patios/lower-level indoor parking for all units
 - Fitness area for tenants on 1st floor/pet friendly
 - Gathering space/potential lounge inside the building for tenants
 - Grade change along St. Joseph Street – two separate lower-level buildings joined together on the upper two floors
 - 98 outdoor parking spaces (for commercial tenants/overflow parking)
 - Landscaping plans are still being finalized
 - Individual patios for the upper units
 - Plan to break ground this spring /early summer, complete in summer 2027

Discussion:

- Location for tenant deliveries
- Entry point for underground parking
- Setback from Webster Avenue
- Take future Webster Avenue plans into consideration
- Maneuver of firefighter equipment
- Trash collection (trash chutes for each floor collected inside parking area, outside dumpster will be for commercial tenants)
- Main street feel, looking forward to the development
- Option for rooftop bar or pickleball court?

RESERVOIR ROOF AND OUTFALL IMPROVEMENT PROJECT BID RESULTS

S. Gehin:

- Howard Immel Inc. provided the only bid for the project in the amount of \$458,759.55, closely resembling the engineer estimate of \$454,000. Bonding was secured last year to fund the project.
- In general, work includes wall repair, replacement of the rectangular and circular reservoir roofs at the Vande Hei Road Pump Station and reconstruction of the overflows at both the Vande Hei Rd. and Dauphin St. pump stations.
- According to the DNR, work must be completed by fall of this year
- Project is anticipated to start in May and be completed by September 15th
- Public Works Committee recommended awarding the bid to Immel, Inc. at their meeting on February 3rd.
- Patrick Skalecki, Graef Engineering, was present and explained the bidding process & variability in the bid item pricing
 - o Assisting with permits, plans and inspections for the project
 - o Unique project as a roof is more architectural and structural
 - o Lump sum vs. Unit price
 - o Number of subcontractors doing small quantity work led to some of the overhead costs
 - o Immel has experience in this type of work

Discussion:

- What if the bid is approved but the village decides to do some of the work themselves, such as landscaping? Gehin clarified that by contract the village is allowed to make adjustments up to 15% of the contract amount
- Realistic timeline to complete project
- Previous DNR sanitary survey noted the roofs must be repaired
- Should not impact residents' water having to be shut off

Sampson/Leiterman moved to award the bid for the reservoir roof and outfall improvement project to Howard Immel, Inc. in the amount of \$458,759.55. Motion carried.

LIBAL STREET (LEBRUN STREET TO HOFFMAN ROAD) FINISHED TYPICAL SECTION

S. Gehin:

- Preliminary design for the Libal Street resurfacing project has started. Street maintenance project will include:
 - o Mill and resurfacing of the existing pavement
 - o Spot repair of defective curb and gutter & sidewalk
 - o Correction of storm sewer deficiencies
 - o Improvement to existing pedestrian & bike accommodations:
 - Upgrading of curb ramps to ADA standards/addition of marked bike lanes
 - New sidewalk along the east side of Libal St. from LeBrun St. to Longview Ave.
 - Parking on the east side of the street will be eliminated to accommodate the marked bike lanes
 - Curb bump-ins at school crossings (Longview Ave. & Hilltop Dr.) which will add visibility and shorten crossing distance making it safer
 - o Public Works Committee approved the finished typical section at their meeting on February 3rd

Leiterman/Marsch moved to approve the proposed finished typical section for Libal Street. Motion carried.

RESOLUTION 2026-01, ADOPTING REVISED ORDINANCE VIOLATION FEE (SCHEDULE A)
Genrich/Harris moved to adopt Resolution 2026-01, Revised Ordinance Violation Fee (Schedule A). Motion carried.

CONSENT AGENDA

Harris/Leiterman moved to:

- a. Approve Village Board minutes dated 1/20/26
- b. Accept and Place on File minutes from:
 - i. Plan Commission dated 11/18/25
 - ii. Public Works Committee dated 12/10/25
- c. Approve accounts payable dated 1/16/26

Motion carried.

FUTURE AGENDA ITEMS

- None

ADJOURNMENT

Leiterman/Harris moved to adjourn at 7:16 p.m. Motion carried.

Minutes submitted by Carrie Zittlow, Clerk/Treasurer