

**ALLOUEZ VILLAGE BOARD MEETING MINUTES
TUESDAY, JUNE 16, 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, Harris, Hohner, Leiterman, Marsch, Rafter

Excused: Genrich

Also Present: Jim March, Sean Gehin

MODIFY/ADOPT AGENDA

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

ANNOUNCEMENTS

- a. Music in the Park on July 16th from 5:00pm-8:00pm at Green Isle
- b. Hiring of Grayson Frost, Staff Engineer & Marcus Niemi, Engineering Technician
- c. Faith Lutheran Church “Big Bash” on July 12th from 11:00am-1:00pm (recurring event)
- d. Village Hall Office Hours & Closures During the 4th of July holiday week:
 - June 29th-July 1st 7:00am-4:30pm
 - July 2nd 7:00am-noon
 - July 3rd Office Closed

PUBLIC COMMENT

Randy Lynn, 172 Hilltop Drive

- Concerned with ordinance violations in his neighborhood (long grass, garbage) and length of time it takes to enforce.

REQUEST FROM ANDY MUELLER, PICASSO MOON LLC, 1235 S. WEBSTER AVENUE, TO EXTEND HIS LIQUOR LICENSE PREMISE DESCRIPTION TO INCLUDE OUTDOOR PATIO

Marsch/Leiterman moved to approve the request from Picasso Moon, 1235 S. Webster Avenue, to extend the liquor license premise to include outdoor patio. Motion carried.

APPROVAL OF 2025 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR) & RESOLUTION 2026-15

S. Gehin:

- The WDNR requires communities with publicly owned wastewater collection systems to submit an annual report summarizing their sanitary sewer inspection and maintenance activities for the previous year.
- A resolution from the Village Board indicating that the report has been reviewed and approved is required.
- Some of the notable Sewer Utility activities completed by the Village in 2025 include:
 - o Rate Case was completed in 2025 to ensure adequate funds are available for operation, maintenance and debt service expenses
 - o Replaced aging sanitary sewer; relayed and CIPP lined approximately 8,000 feet of sanitary sewer under Village projects in 2025
 - o Replaced approximately 4,900 ft of aging and failing sewer laterals
 - o Televised approximately 10,000 feet of sanitary sewer

Village Board Meeting (June 16, 2026)

- Cleaned over 33% of the sewer system. Village owns and maintains 61 miles of sanitary sewer
- Work continued to update village sewer mapping

Marsch/Leiterman moved to adopt Resolution 2026-15, 2025 Compliance Maintenance Annual Report (CMAR). Motion carried.

2027 STREET UTILITY RECONSTRUCTION PROJECT - ENGINEERING SERVICES -Topographical & Utility Survey Services

S. Gehin:

2027 Street Reconstruction Project includes the following street segments:

- Whitney St. (Du Charme Ln. to Beaumont St.)
- Woodrow Way (Mission St. to Allouez Ave.)
- Jourdain Ln. (Mission St. to Allouez Ave.)
- Lazarre St. (Riverside Dr. to Du Charme Ln.)
- Karl St. (Libal St. to E. River Dr.)
- Van Buren St. (Derby Ln. to Catherine St.)
- The Village has received a proposal from raSmith Inc. for the topographic and utility survey of next year's street project.
- Scope of work includes topographic and utility survey, base mapping & setting of control and datum.
- The consultant's fee to complete the survey is \$28,000.
- Staff worked closely with raSmith to develop project scope and to negotiate a fair price.
- With a goal of completing plans by the middle of February 2026, it is critical that survey begins in the coming weeks.
- In the future, staff will work with raSmith to develop the engineering services scope and fee for the street reconstruction project.

Harris/Leiterman moved to approve raSmith's Topographical & Utility Survey proposal for the 2027 Street Utility Reconstruction Project. Motion carried.

CONSENT AGENDA

Hohner/Marsch moved to:

- a. Approve Village Board minutes dated 5/19/26
- b. Accept and Place on File minutes from:
 - i. Board of Review 5/20/26
 - ii. Parks, Recreation & Forestry Committee 5/26/26
- c. Approve accounts payable dated 5/29/26, 6/5/26

Motion carried.

2026 CONSTRUCTION PROJECT UPDATE

- Gehin provided an update on the 2026 construction projects

FUTURE AGENDA ITEMS

- None

CONVENE INTO CLOSED SESSION

Atwood/Leiterman moved to convene into closed session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises

responsibility. (Contract Amendment- Village Administrator) Roll call vote: Atwood – aye, Harris- aye, Hohner- aye, Leiterman – aye, Marsch – aye, Rafter – aye. Motion carried.

RECONVENE INTO OPEN SESSION

Marsch/Atwood moved to reconvene into open session. Motion carried.

Harris/Marsch moved to authorize the Village President, subject to review and approval as to form by the Village Attorney, to execute a temporary remote-work side letter with the Village Administrator allowing up to two remote-work days per week for an initial 90-day period due to current I-41 construction related travel delays, subject to operational need, required in-person attendance, and Village Board modification or revocation, with no permanent amendment to the Administrator's employment agreement and no change to the Administrator's emergency contact responsibilities. Motion carried.

ADJOURNMENT

Hohner/Leiterman moved to adjourn at 7:15 p.m. Motion carried.

Minutes submitted by Carrie Zittlow, Clerk/Treasurer