

**CITY OF OCONTO FALLS
COMMON COUNCIL
MEETING**

Council Chambers – Municipal Building
500 N. Chestnut Avenue - Oconto Falls, WI. 54154
TUESDAY JUNE 9, 2026 – 6:00 pm
MINUTES

1. **Meeting called to order at 6:00 pm by Mayor Clint Braun**
2. **Pledge of Allegiance**
3. **Roll Call Present:** Aldermen: Marty Coopman, Cathy Strom, Devin Wirtz, Ashley Bahrke and Brandon Revolinski

Also Present: Mayor Clint Braun, Administrator Peter Wills, Treasurer Eve Wallace, Utility Manager Beth Rank, Street Superintendent Wally Remic, Fire Chief Tim Magnin, Michelle Tester, Bart Schindel, Joe Roble, Mason Tackmier, Jim Kardoskee, Library Director Rachel Pascoe arrived at 6:07pm, Christos Anastaspolous arrived at 6:11pm, Sophie Ford arrived at 6:18pm

Absent: Jeff McDonald

4. **Approval of Minutes – Common Council 05.12.26**

MOTION: BAHRKE/WIRTZ

Motion to approve the minutes for the Common Council 05.12.26

Voice Vote: All present voting aye - **MOTION CARRIED**

5. **Treasurer's Report-Revised April**
 - A. 2025 Year End vs Budget
 - B. March 2026 Year to Date vs Budget

MOTION: WIRTZ/COOPMAN

Motion to approve the Treasures Report.

Voice Vote: All present voting aye - **MOTION CARRIED**

6. **Bills Payable –May**

MOTION: BAHRKE/WIRTZ

Motion to approve the Bills Payable as presented and place on file.

Voice Vote: All present voting aye - **MOTION CARRIED**

7. **Reports: Written reports submitted**

✓ Administrator Report

Administrator updated that there have been questions on why not all council members have not had their personal information on City website. When alderman is running for candidacy, they do have to give their personal information. Once they have been elected,

they are asked by the Deputy Clerk to fill out an authorization form to have their personal phone number and address on the City Website. If the alderman chooses not to have the information on the Website, then City Hall information is placed on there instead. The community would then contact City Hall. Forms were provided to all Council Members if they wish to update disclosure choice on the City website.

- ✓ Police Department Report
- ✓ Municipal Court Report
- ✓ Fire Department Report
- ✓ Street Department Report
- ✓ Building Inspector Report
- ✓ Library Report

MOTION: WIRTZ/STROM

Motion to place reports as presented on file.

Voice Vote: All present voting aye - **MOTION CARRIED**

- 8. OPPORTUNITY FOR CITIZENS TO ADDRESS THE COUNCIL** - Citizen in-put will be limited to 3 minutes.

DISCUSSION AND POSSIBLE ACTION ON ANY OR ALL OF THE FOLLOWING:

9. Committee Reports

Board of Review 05.12.26
Emergency Management Committee Report-N/A
Finance Committee N/A
Joint Review Board N/A
Library Board- N/A
Main Street Committee Report N/A
Park & Recreation Committee Report-N/A
Personnel Committee Report N/A
Planning Commission Report 06.02.26
Ordinance Commission N/A
Utility Commission Report 05.18.26

MOTION: WIRTZ/STROM

Motion to place reports on file.

Voice Vote: All present voting aye - **MOTION CARRIED**

Old Business:

10. 2025 City & Municipal Utilities Audit Presentation

A. Approval of 2025 Audited Financials

<https://www.dropbox.com/scl/fi/ra0jihgprmrtrfomag2964/2025-Audit-City-OFMU-bundel.pdf?rlkey=22lskttabnkzopa0xiyoyoijtq&st=4v1gw6jm&dl=0>

Greg Pitel, Kerber Rose summarized audit results performed for the year ended December 31, 2025. When internal controls were reviewed when trial balances and financial statements

were reviewed. Kerber Rose found repeat findings of financial reporting, lack of segregation of duties and material account adjustments. There has also been a five-year trend that the unassigned GF Fund Balance has gone down to the amount as follows:

- 2021 down 46.18%
- 2022 down 35.41%
- 2023 down 27.79%
- 2024 down 21.01%
- 2025 down 13.21%

At the end of 2025, Fund balance for City's governmental funds is categorized as non-spendable, restricted, committed, assigned or unassigned. The General Fund is the only fund that can have unassigned fund balance unless the fund balance of another fund type is negative. General Fund Unassigned starting balance of \$770,425 to \$588,718 of unassigned fund balance that is available for cash flow needs and unanticipated or emergency expenditures. This has been decreased \$181,708. Pitel also touched on the utility rate of return on operations. The electric and water rate of return is based on the Public Service Commission of Wisconsin (PSC) regulatory accounting which differs from accounting principles generally accepted in the United States. The rate of return for the electric is 4%, and waters rate of return is 3%. Council thanked Pitel for his report and had no further questions.

MOTION: COOPMAN/STROM

Motion to accept the 2025 Audit Financials from Kerber Rose.

Voice Vote: All present voting aye - **MOTION CARRIED**

11. 2025 Budget Amendment for Debt Service Coverage

A. Request to transfer \$49K from General Fund to Debt Service Fund

The Debt Service Coverage fund was underbudgeted in 2025 and is need of transferring funds from General Fund to the Debt Service Funds. This will balance out the funds.

MOTION: BAHRKE/WIRTZ

Motion to transfer \$49,299 from General Fund to Debt Service Fund.

Voice Vote: All present voting aye - **MOTION CARRIED**

12. WI DOR Innovative Grant-Fire Department Study Innovative Public Advisors

The Fire Department had a Comprehensive study done. The study did not show anything new. No further recommendations at this time.

NO ACTION TAKEN

13. Fire Dept-Follow Up on Raised Funds or Sell Truck from January Council

A. Fire Chief has deposited \$15K with the City

Fire Chief Tim Magnin gave an update that the Fire Department has been raising funds to pay for the fire truck purchased in January. The approved motion for the purchase stated: "Motion for the Fire Department to purchase the 2002 Pierce Saber Truck for an amount not to exceed \$40,000, using \$10,000 in donations, \$16,000 from the equipment balance account, and authorizing the City Administrator to borrow the remaining funds, not to exceed

\$15,000, with deferred payment. The Fire Department would then have 120 days to secure the remaining funds, or the 1995 fire truck would be put up for sale.” The Fire Department has now raised the funds to have the fire truck paid off.

MOTION: COOPMAN/STROM

Motion to pay off the Fire Truck Loan with Peshtigo National Bank that was originally \$14,000.

Voice Vote: All present voting aye - **MOTION CARRIED**

NEW BUSINESS

14. Park and Rec Committee Recommendations to Council

A. Oconto County Farmers Market Memorial Field Lease Agreement

Sophie Ford Chair of the Farmers Market thought of moving the Farmers Market to the side closest to the parking area and possibly developing Memorial Field with a permanent spot for Farmers Market and possibly have sponsored community flower gardens. With the goal; of making it more inviting for the community to gather with a landscaped welcome area. Sophie proposed this in phases. The community space being used by Sophie Ford Chair of the Farmers Market it would be in the best interest of all parties to have a lease agreement. The lease was presented and was in need of some small date corrections and was reviewed by all parties. The lease has gone before Park and Recreation Committee and Oconto Falls Municipal Utilities has also reviewed the plan to insure there is no problems or interference with utilities.

MOTION: BAHRKE/REVOLINSKI

Motion to approve the amended lease agreement with amending to add the truck that is parked there.

Voice Vote: All present voting aye - **MOTION CARRIED**

B. Park Bathroom Update

Street Superintendent Remic gave an update that with the ARPA Recreation Grant funds the following was able to be done for the parks;

Westside Beach Bathrooms- adding ADA stalls to the men’s and women’s rooms, two urinals to the men’s room. New lighting and zero threshold on the concrete approaches at the door, new steel doors, repainted bathrooms, and new stainless steel bathroom fixtures. Eastside Beach will be doing concert to make ADA compliant zero threshold on entry way of bathroom, and a six-foot wide path from pavilion to the dock.

All the bathroom enclosers at Westside, Eastside and Memorial field will be replaced with the new updated plastic material.

Pleasant View Park- Redoing the roof, soffit, fascia on the bathrooms.

The Street Department will work on McDermid Park this summer as well with adding possible a walking path, fountain, benches and possibly some playground equipment. The City is working with Leadership Oconto County on redesigning the ice-skating rink area.

NO ACTION TAKEN

C. Westside Tennis Courts conversion to Skate Park

Street Department has been monitoring Westside Tennis Courts to see how much they have been used last year and so far, this year. With monitoring this is appears that the Westside Tennis Courts are not utilized at all for tennis. With the lack of use of these tennis courts the Street Superintendent would like to place some used skate park equipment out at the Westside Tennis Court for people to use and see if this is something that the city would benefit from.

MOTION: STROM/COOPMAN

Motion to approve the Westside Tennis Courts to have the skate park equipment placed out.

Voice Vote: All present voting aye - **MOTION CARRIED**

D. Eastside Beach Shack Rental for School, Govt & Nonprofits

The Eastside Beach Pavilion is not utilized by lifeguards and has sat empty last year and this. Deputy Clerk proposed and created a form that would allow the Eastside Beach Pavilion be able to be rented out to the public. Non-profit organizations and Oconto Falls School Clubs would be able to rent and run a food stands out of while parks are open to rent. The non-profits and school would still follow the normal rental procedures and be responsible for any damages but the rental fee could be waived by the City Administrator for non-profits and Oconto Falls School Clubs. Street Superintendent had agreed that the space would be able to be utilized for this. This space would just need to be cleaned out and prepared for this.

MOTION: BAHRKE/ STROM

Motion to put this on the next agenda.

Voice Vote: All present voting aye - **MOTION CARRIED**

E. Eagle Scout Project Lifejacket Containers and Racks at East & Westside Boat Launches

Eagle Scout Project proposed a lifejacket containers and rack.

MOTION: BAHRKE/REVOLINSKI

Motion to approve the Eagle Scout Project Lifejacket Containers and Racks at the East & Westside Boat Launches.

Voice Vote: All present voting aye - **MOTION CARRIED**

F. City Bubblers Removal

Street Superintendent Wally Remic gave an update that all the bubblers in the City are broken. Some of bubblers need parts that are no longer available and some are rusted off and need complete replacement. The cost of this is estimated about five hundred dollars a bubbler or more for the ones that need complete upgrade and pipes fixed. The cost of repair, need to upgrade some of the bubblers and lack of use it does

not to keep the bubblers up and running.

MOTION: BAHRKE/COOPMAN

Motion to discontinue the city bubblers.

Voice Vote: All present voting aye - **MOTION CARRIED**

15. Tackmier Development LLC-Proposed Five Multifamily Apartment Buildings, 105 E Highland

A. Review of Site Plan for 105 E Highland Dr, proposed five 12 Unit Multifamily Apartment Buildings.

Tackmier Development LLC proposed a site plan for five twelve unit multifamily at 105 E Highland Drive. Each building would have four lower apartments and eight units on the upper for rent all being two bedrooms. Rent cost will be estimated at \$1250 to \$1400 per apartment. Everything on the first floor will be ADA accessible. If all the approvals get done the hope is to start this fall. Oconto Falls Municipal Utilities had also reviewed the plans and does not see any problems with this development. Tackmier Development has met negotiations with the seller and is just in need of a developer's agreement with the City so that he can extend his contingency plan which expires at the end of June. This letter from the City would not bind them to any agreements it is just saying they are interested in development.

MOTION: BAHRKE/WIRTZ

Motion to approve the preliminary site plan for 105 E Highland Dr, proposed five-unit Multifamily Apartment Buildings with approving the City Administrator to send letter stating that the City of Oconto Falls is willing to work with Tackmier Development.

Voice Vote: All present voting aye - **MOTION CARRIED**

16. Ehlers Proposal for 1st Amendment to Tax Increment District(TID) #3 Boundaries & Project Plan-TID#3 Expense.

When the (TID)Tax Increment District #3 Boundaries & Project Plan-TID#3 was created by MSA Consultants there parcels that were omitted from the Tax Increment District #3 Boundaries & Project Plan that should been included. The proposed development parcel on East Highland Drive was originally requested to be included and was not. The TID#3 1st Amendment needs to be reviewed by MSA Consultants and corrected.

Council Member Bahrke would like the record to show that she is in favor of this amendment and is upset with the misrepresentation and poor set up of the TID by MSA Consultants. In further would like anything dealing with the TID to come directly to the council if possible and not the Planning Commission and Main Street Committee.

MOTION: COOPMAN/BAHRKE

Motion to go back to MSA to either fix or refund the errors and defects of the TID District #3 if nothing is resolved, refer to our attorney for legal recourses.

Voice Vote: All present voting aye - **MOTION CARRIED**

17. RFP For Legal Services for Development Agreements for Projects-TID#3 Expense

Legal Services for Development will be needed once development starts. Administrator is recommending the City do a Request for Proposal for Legal Services for Land

Development to assist with development projects. To have the legal counsel in place will save time in choosing a firm and the RFPs will provide multiple law firms to choose from.

MOTION: WIRTZ/STROM

Motion to reach out for a RFPs for legal services for development agreement for Projects-TID#3.

Voice Vote: All present voting aye - **MOTION CARRIED**

18. 2025 Annual (CMAR) Compliance Maintenance Resolution for Wastewater Treatment Plant

A. Resolution 26-005 Annual (CMAR) Compliance Maintenance Resolution for Wastewater Treatment Plant

This report is done every year by the Oconto Falls Municipal Utilities and reported to the DNR. There were no issues.

MOTION: BAHRKE/WIRTZ

Motion to approve Resolution 26-005 Annual (CMAR) Compliance Maintenance Resolution for Wastewater Treatment Plant.

Voice Vote: All present voting aye - **MOTION CARRIED**

19. Mobile Home Park License Application Renewal at 249 Birch Ave Oconto Falls WI.

This is the annual license renewal. The park and paperwork have been inspected by the Fire Chief, Police Chief, Street Superintendent, City Administrator and Deputy Clerk. The mobile home park has passed all the inspections and turned in all the appropriate paperwork and paid the fees.

MOTION: BAHRKE/ COOPMAN

Motion to approve the Mobile Home Park License Application Renewal at 249 Birch Ave. Oconto Falls WI. 54154.

Voice Vote: All present voting aye - **MOTION CARRIED**

20. Alcohol Beverage Renewal/Agent License Application Class A Fermented Malt Beverage & Class A Liquor

Iverson Foods LLC-d/b/a/ Iverson's Piggly Wiggly- Agent: Bryce Iverson

Krist Oil Co. d/b/a Krist Food Mart #82- Agent Linda Trudeau

Mercier's Fastop of Oconto Falls LLC- Agent: Andy Mercier

Dollar General #22944 607 E. Highland Drive Oconto Falls, WI. -Agent: Jamie Ruenger

Five Rivers WI. Corp d/b/a Riverview B/P – Agent Amandeep Singh

These are the annual alcohol renewals.

MOTION: BAHRKE/ WIRTZ

Motion to approve the Alcohol Beverage Renewal/Agent License Application Class A Fermented Malt Beverage & Class A Liquor

Iverson Foods LLC-d/b/a/ Iverson's Piggly Wiggly- Agent: Bryce Iverson

Krist Oil Co. d/b/a Krist Food Mart #82- Agent Linda Trudeau

Mercier's Fastop of Oconto Falls LLC- Agent: Andy Mercier

Dollar General #22944 607 E. Highland Drive Oconto Falls, WI. -Agent: Jamie Ruenger
Five Rivers WI. Corp d/b/a Riverview B/P – Agent Amandeep Singh.
Voice Vote: All present voting aye - **MOTION CARRIED**

21. Alcohol Beverage Renewal/Agent License Application Class B Fermented Malt Beverage & Class B Liquor

The Penguin Again LLC- Agent Jennifer R. Sadorf
Boogie Knights LLC-d/b/a/ Corner Pocket - Agent Joe Robles
Chubu LLC- d/b/a In The Rough – Steve Genett
S&S Hometown Bar & Restaurant – Agent Russel Strom
Oconto Falls Golf Course INC.- d/b/a – River Island Golf Course – Agent Kevin Williams
Salscheider's Antique Bar - Agent Barb Salscheider
This is the annual Class B Alcohol license renewal.

MOTION: BAHRKE/WIRTZ

Motion to approve the Alcohol Beverage Renewal/Agent License Application Class B Fermented Malt Beverage & Class B Liquor
The Penguin Again LLC- Agent Jennifer R. Sadorf
Boogie Knights LLC-d/b/a/ Corner Pocket - Agent Joe Robles
Chubu LLC- d/b/a In The Rough – Steve Genett
S&S Hometown Bar & Restaurant – Agent Russel Strom
Oconto Falls Golf Course INC.- d/b/a – River Island Golf Course – Agent Kevin Williams
Salscheider's Antique Bar - Agent Barb Salscheider

Voice Vote: Bahrke-aye, Wirtz-aye, Coopman-aye, Revolinski-aye, Strom - Abstained -
MOTION CARRIED

22. Cigarette – Tobacco License Applications:

Iverson Foods LLC - d/b/a Iverson's Piggly Wiggly
Krist Oil Co – d/b/a Krist Food Mart #82
Barbara Salscheider - d/b/a Salscheider's Antique Bar
Merciers Fastop of Oconto Falls LLC
Oconto Falls Golf Club Inc; d/b/a River Island Golf Course
Five Rivers Wis. LLC
Dolgencorp, /Location d/b/a Dollar General #22944
This is the annual tobacco license renewal.

MOTION: WIRTZ/ REVOLINSKI

Motion to approve Cigarette – Tobacco License Applications:
Iverson Foods LLC - d/b/a Iverson's Piggly Wiggly
Krist Oil Co – d/b/a Krist Food Mart #82
Barbara Salscheider - d/b/a Salscheider's Antique Bar
Merciers Fastop of Oconto Falls LLC
Oconto Falls Golf Club Inc; d/b/a River Island Golf Course

Five Rivers Wis. LLC

Dolgencorp, /Location d/b/a Dollar General #22944

Voice Vote: All present voting aye - **MOTION CARRIED**

23. One Year Operators License for Christine Schuh, Michael Nopmpleggi, Tammy Gallagher, Rebecca Salscheider, Cathryn Alsteen, Fonda Fischer, Amber Rennie, Stephanie Kurek, Randal Brabant, Derek Nguyen,

MOTION: WIRTZ/ BAHRKE

Motion to approve One Year Operators License for Christine Schuh, Michael Nopmpleggi, Tammy Gallagher, Rebecca Salscheider, Cathryn Alsteen, Fonda Fischer, Amber Rennie, Stephanie Kurek, Randal Brabant, Derek Nguyen.

Voice Vote: All present voting aye - **MOTION CARRIED**

24. Two-Year Operators License for Amandeep Singh, Alex Young, Courtney Young, Jennifer Skrobel, Joanne Drews, Shelia Rathsack, Brenda Delvoye, Tracy Maloney, Savannah Soares Rivera, Sue Vandembush, Shawn Bergner, Jacqueline Kowalkowski, Kim Holmes, Talan Tamura, Taylor Kollman, Kendra Geniesse, Cynthia Liptak, Cynthia Morrissey, Jennifer Sadorf Rogatzki.

MOTION: WIRTZ/REVOLINSKI

Motion to approve the Two-Year Operators License for Amandeep Singh, Alex Young, Courtney Young, Jennifer Skrobel, Joanne Drews, Shelia Rathsack, Brenda Delvoye, Tracy Maloney, Savannah Soares Rivera, Sue Vandembush, Shawn Bergner, Jacqueline Kowalkowski, Kim Holmes, Talan Tamura, Taylor Kollman, Kendra Geniesse, Cynthia Liptak, Cynthia Morrissey, Jennifer Sadorf Rogatzki.

Voice Vote: All present voting aye - **MOTION CARRIED**

25. Community Event Application Gnome for the Holidays AmberRae Perrizo (Rennie)

MOTION: BAHRKE/ WIRTZ

Motion to approve the Community Event Application Gnome for the Holidays pending approval from the Police Chief.

Voice Vote: All present voting aye - **MOTION CARRIED**

26. The City Council may go into closed session regarding public property negotiation under Wis. Stat. §19.85(1)(e). Deliberating or negotiating the purchase of public property, investment of public funds, or other specified public business, when competitive or business reasons require a closed session. (Re: Property Development Negotiations)

MOTION: BAHRKE/WIRTZ

Motion to enter into closed session at 8:16pm.

Roll Call: Bahrke-aye, Wirtz-aye, Coopman-aye, Revolinski-aye, Strom-aye- **MOTION CARRIED**

Those remaining in closed session were Alderman Bahrke, Wirtz, Coopman, Revolinski, Strom. Mayor Braun, City Administrator Wills, Treasure Wallace, Michelle Tester.

- A. The City Council will return to open session and may take action on matters discussed in closed session. (Re: Property Development Negotiations)

MOTION: WIRTZ/BAHRKE

Motion to go into open session at 8:55pm.

Voice Vote: All present voting aye - **MOTION CARRIED**

27. The City Council may go into closed session to discuss matters of employment, promotion, compensation, or performance evaluation data of public employees pursuant to 19.85(1c) Wis Stats. (Re: Deputy Treasurer Position).

MOTION: BAHRKE/WIRTZ

Motion to enter into closed session at 8:56pm.

Roll Call: Bahrke-aye, Wirtz-aye, Coopman-aye, Revolinski-aye, Strom-aye- **MOTION CARRIED**

Those remaining in closed session were Alderman Bahrke, Wirtz, Coopman, Revolinski, Strom. Mayor Braun, City Administrator Wills, Treasure Wallace, Michelle Tester.

- A. The City Council will return to open session and may take action on matters discussed in closed session. (Re: Deputy Treasurer Position)

MOTION: WIRTZ/BAHRKE

Motion to go into open session at 9:21pm.

Voice Vote: All present voting aye - **MOTION CARRIED**

MOTION: WIRTZ/ REVOLINSKI

Motion to approve Deputy Treasure job description and post for position.

Voice Vote: All present voting aye - **MOTION CARRIED**

28. Adjournment

Mayor Clint Braun asked if there was any further business before the meeting is adjourned. Having no further business, he declared the meeting adjourned at 9:23pm.

City Administrator Peter Wills