

**VILLAGE OF OSCEOLA  
REGULAR BOARD MEETING PROCEEDINGS  
December 10, 2024**

The Village of Osceola met for a Regular meeting on December 10, 2024, at Village Hall. Village President Lutz called the meeting to order at 6:00 pm.

Present: Brad Lutz, Arvid Maki, Ron Pedrys, Mike Sine, Van Burch, and Neil Kline

Absent: Marsha Hovey

Staff present: Devin Swanberg, Carie Krentz, Ann Miller, Todd Waters, Rick Caruso, Andrew Bach, Paul Elfstrom and Joey Cutts

Motion by Pedrys and seconded by Maki to approve the agenda.

Ayes-6                      Nays-0                      Motion carried

Motion by Maki and seconded by Kline to approve the consent agenda.

Ayes-6                      Nays-0                      Motion carried

**Public input and ideas (Limit 5 minutes per speaker)**

Roxy and Tim Patterson at 305 River Street gave a quick background of their B&B and voiced their concerns regarding the state of the old hospital site. Four years ago when purchased business this site was intact, now there are doors/windows broken out, graffiti, overgrown landscape and gives a feeling of unsafe ness to themselves and their guests. They have lost 7% of their business due to this property. Stated they have called the police several times to report vandalism. Also stated this property is in violation of Ordinance §160-5 Public nuisances affecting peace and safety, specifically Section H – dilapidated buildings. Looking for action to enforce this regulation on this property.

**Reports: Staff reports**

Public Works: Waters reviewed his memo to the board.

Utilities: Caruso reviewed his memo to the board and thanked Batchelor, Treasurer, for helping get the Utility Budget done for 2025. It was a project due to new account codes.

Library: Miller reviewed Library Director memo.

Fire: Elfstrom stated runs for the month of November were 14 runs total, 12 in Village of Osceola and 2 in Town of Farmington and reviewed his memo. Also stated boat training on the iced over river has begun.

Police: Bach stated the PD generated 307 calls, 55 incidents and traffic reports with 2 arrests and 1 emergency detention. Officers had 53 traffic stops and issued 32 municipal citations. Proceeded to review his memo to the board.

Building Inspection: Swanberg stated light building report – next month will do an annual review.

Administration: Swanberg stated appeal was filed last week and need to get our response out by December 19<sup>th</sup>. Taxes will go out on Friday. Finished Vibrant Grant spaces application. Speaking with Horst Foundation to donate more funds to Cascade Falls project. Staff meeting tomorrow to review Procurement Policy. Looking at two Verizon leases. HPC working mural ordinance for their district.

Chamber of Commerce/Mainstreet: Yager reviewed his memo to the board.

**Other business – discussion and possible action re:**

**Request for Services – Engineering**

Swanberg has reached out the four firms below, that the Village has worked with in the past, to present to continue to work with for the Village’s streets and future projects for parks, this does not include water and sewer projects.

Stantec

Angela Popenhagen began with she has been the village engineer for the past 18 years and stated experience. Cody Gartman, with Stantec for past 5 years, working mainly on municipal engineering. Popenhagen went over long history with the Village and future projects they have started. Gartman went over his experience with municipalities, mainly with streets, water utilities, and parks. Popenhagen stated they already has street projects ready for 2025, familiar with village ordinances and working with attorney. Thanked board for the opportunity and hope to continue to service the Village of Osceola.

Cedar Corporation

Russ Kiviniemi is principal engineer with Cedar Corporation. Thanked board for the opportunity to present this evening. Went over his work experience with municipalities and services that Cedar Corporation offers in house. Highlighted the companies grant writing team and services. Stated there is no charge to attend board meetings, staff meetings, or virtual meetings, one way to keep costs down and still provide exceptional services to the Village.

MSA Professional Services

Jon Herdegen, Drew Lindh and Chuck Schwartz presented company’s experience and services offered to municipalities. Herdegen went over some current projects MSA as worked on with the Village. Continued on stating that MSA has worked with many similar sized communities and enjoy the challenges and relationships formed with those communities. Thanked board for the opportunity to present this evening.

Short Elliott Hendrickson, Inc. (SEH)

Erik Henningsgard and Sarah Aarthun presented for SEH. Looking to build a good working relationship and gave background (experience) on themselves. Henningsgard stated that he looks forward to the relationships and seeing projects from start to finish with success is why he focuses on municipalities. SEH has worked with the Village on past and present projects. Appreciates the opportunity to present in front of the Board.

Swanberg felt all are good options, they all provide (1) one place for all services, (2) code work, (3) grant help, (4) CIP planning, and (5) CORP and COMP Planning. Looking for direction from the Board on moving forward. Swanberg has worked with all four companies in the past year on various projects. Discussion among members on benefits of any of the firms. All felt more time is needed for a decision and directed Swanberg to gather further information and provide his and staff recommendation.

**Cascade Stairs Update**

Swanberg stated the first committee meeting was held last month on the Cascade Stairs project. Gave Lindh design direction, getting rid of the overlook and making Gristmill Park grander with trail head entrance. End of January, early February will be having an open house to get public input. Going out for BIDs sometime in March to begin project. Still working on additional funding for the grant match. Also directed staff to get feedback from the Heritage Committee.

**Bluff Tower Water Main Soil Contamination**

Caruso stated when doing the design to replace water main to the bluff tower, engineer was notified to contaminated soil site from a leaking underground storage tank. This needs to addressed and is looking for approval for the work amendment to cover the additional cost to analyze borings and prepare soil management plan.

Motion by Sine and seconded by Burch to approve the scope of work amendment as presented.

Ayes-6                      Nays-0                      Motion carried

**Resolution #24-18 To Adopt the 2025 Fee Schedule**

Swanberg stated earlier this year we took all fees out of Village Code and created a Fee Schedule. That fee schedule will need to be reviewed annually and approved by resolution for each year. This is the resolution to approve the 2025 Fee Schedule. Swanberg went over the increases for the 2025 schedule, which are rental of the board room, request for a special village board meeting, direct sellers permit, right-of-way permit, conditional obstruction permit, driveway permit, Certificate of Appropriateness application, variance request, rezoning request and site plan review.

Motion by Sine and seconded by Burch to adopt Resolution #24-18 - 2025 Fee Schedule as presented.

Ayes-6                      Nays-0                      Motion carried

Motion by Kline and seconded by Maki to go into closed session proceedings at 7:40 p.m. pursuant to Wisconsin Statute §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public

employee over which the governmental body has jurisdiction or exercises responsibility. This pertains to review of administrator.

Roll Call Vote: Aye-Kline, Sine, Burch, Lutz, Pedrys, Maki      Nays-0      Motion carried

Back in open session at 8:36 pm.

**Future agenda items and updates**

n/a

President Lutz adjourned the meeting at 8:37 pm.

Respectfully submitted by  
Carie Krentz, Village Clerk