

Minutes | February 10th, 2025 | 7:00 PM
Board of Trustees (BOT) Meeting | Village Hall



1. Call to Order | President Schall called the meeting to order at 7:00 PM.
2. Roll Call | President Mark Schall, Public Works Trustee # 1 Paul Schroeder, Water & Wastewater Trustee #2 Rick Cermak, Trustee #3 Constable Rocco Castellano, Treasurer Robert O'Brien, Clerk Dori Panthofer.
Public: None
3. Public Comment | None
4. Approval of the following meeting minutes: January 13th, 2025 Village Caucus; January 13th, 2025 BOT Meeting
Motion to approve the both sets of minutes as written made by Trustee Cermak and seconded by Constable Castellano. All in favor, none opposed. Motion carried.
5. Trustee's Report (1) – Paul Schroeder
 - a. 2025 Bridge Inspection - Review Ayres bid
Motion to approve 2025 Bridge Inspection bid from Ayres dated January 23rd, 2025 in the amount of \$2,450 made by Constable Castellano seconded by Trustee Cermak. All in favor, none opposed. Motion carried.
6. Trustee's Report (2) – Rick Cermak
 - a. Lighthouse Drive lift station alarm signal restored
 - b. Village Hall pump rebuild is complete
7. Constable's Report – Interim Constable Rocco Castellano
 - a. Wind Point Police Department
 - b. Caledonia Fire Department
 - c. Wisconsin Humane Society animal sheltering statistics
8. Treasurer's Report – Bob O'Brien
 - a. Financial Reports
9. President's Report – Mark Schall - No report.
10. Clerk's Report – Dori Panthofer
 - a. Elections:
 - i. Spring Elections: Primary: February 18th, 2025; Spring Election: April 1st, 2025
 - ii. 2025 Caucus results: Slate of candidates for the Village Offices on the April 1st Ballot: Village President: Mark Schall; Trustee #3 Constable: Rocco Castellano; Village Clerk: Dori Panthofer
 - iii. WEC Clerk Conference September 30th - October 1st, 2025 (fulfills bi-annual Clerk training due 12/31/2025)
Motion to approve the WEC Clerk Conference made by Constable Castellano and seconded by Trustee Schroeder. All in favor, none opposed. Motion carried.

- b. Newsletter Topics
 - c. Upcoming Village meetings. Meetings are held at Village Hall.
 - i. BOT Meeting: 7 PM Monday, March 10th, 2025
 - ii. BOT Meeting: 7 PM Monday, April 14th, 2025
 - iii. BOR Meeting: 7 PM Monday, May 12th, 2025 (30 day minimum recess required)
 - 1. Open Book by appointment from May 12th - May 15th, 2025
 - iv. BOT Meeting: 7:10 PM Monday, May 12th, 2025 Proposed June BOR & BOT dates: Defer the BOT meeting to the 3rd Monday to allow both the BOR & BOT to occur on the same date.
 - 1. BOR Reconvenes | 5 PM-7 PM Monday, June 16th, 2025
 - 2. BOT Meeting | 7 PM Monday, June 16th, 2025 (third Monday)
11. Accounts Payable
- a. AP January 2025 as of 1/31/2025 in the amount of: \$ 269,120.42
 - b. AP February 2025 amended on 2/10/2025 in the amount of: \$ 38,556.19
- Motion to approve the AP reports as noted above made by Trustee Cermak and seconded by Trustee Schroeder. All in favor, none opposed. Motion carried.
12. Old Business
- a. Source of 4" pipe flowing into the Lighthouse Dr lift station - No update.
 - b. 2025 Board of Review | Assessor Jim Henke, owner of DH Assessments, confirmed Dan McHugh (designated as back-up assessor in the current contract) is available to provide assessor services for the 2025 BOR market revaluation, if required.
 - c. Status GZA accepted proposal for Lakefront renovation project
13. New Business
- a. Village Hall - Cast iron pipe replacement - review United Mechanical bid
- Motion to approve United Mechanical bid dated January 31st, 2025 to replace cast iron pipe at Village Hall in the amount of \$2,280.00 made by Constable Castellano and seconded by Trustee Schroeder. All in favor, none opposed. Motion carried.
- b. City of Burlington request to transfer "class B" combination liquor license | Action deferred pending additional research
 - c. Review and approve use of village hall for annual Wine and Cheese Party
- Motion to approve the 2025 Wine & Cheese March 22nd, 2025 to be held at Village Hall made by Trustee Schroeder and seconded by Trustee Cermak. All in favor, none opposed. Motion carried.
14. Adjourn | Motion to adjourn made by Trustee Cermak and seconded by Trustee Schroeder. All in favor, none opposed. The meeting adjourned at 7:43 PM.