

PUBLIC WORKS/PUBLIC PROPERTY PARKS & RECREATION MINUTES

June 2, 2026 4:30pm

ROLL CALL: Village Clerk Daisha Nolan called the meeting to order at 4:34pm. The following answered to roll call - Trustees Clayton Johnson and Jason Springer. Also Present were Village Administrator Daisha Nolan, Public Works Lead Pat Coughlin and Village Treasurer Heather Rutten. Village Trustee Jeff Johnson was absent. Chairman Nate Sapik arrived at 4:36pm.

REVIEW OF AGENDA: No changes were made to the agenda.

MINUTES: A motion was made by Clayton Johnson to approve the regular session minutes, as presented, from April 28, 2026 as presented, seconded by Springer. MCU

PUBLIC INPUT: No public input.

Operator's Report: A report was provided by Public Works Lead Pat Coughlin.

2026-2027 LRIP Bid Opening - Carlson Heights Rd: An error in the initial bid notice required a new notice to be placed. One bid received from Northwoods Paving totaling \$55,850.01. The committee discussed the cost and the priority of completing routes 1 and 2. Route 2 will need to be double checked for description as it is not located in an area that is in need. A motion was made by Sapike to recommend to the Board that the Bid from Northwoods Paving be accepted for Route 1 only, if possible, when an SMA is offered through the LRIP program, seconded by Springer, MCU. **Nolan will verify if changes can be made to the scope of work with Emmer Shields who assists with the LRIP program in our area.*

5 year road plan:

- A. Knoll Road Washout:** As a result of a resident complaint received through the website, Public Works Lead Pat Coughlin has observed washout conditions near 11610 E Knoll Rd. The condition seem to be a result of a need for ditching, removal of trees and the nearest resident clearing the currently blocked culvert. Nolan has relayed this information to the resident who placed the complaint and work will take place by Public Works when possible.
- B. Graves Road Washout:** The May meeting presented public input from Michael Trianoski concerning the washout conditions on Graves Road. Discussion included the need for a culvert on the private drive portion. In the past, residents have not been willing to complete this work. Our Public Works department will mark trees that would need to be removed to work towards a solution as well as a ditching plan. Nolan will contact appropriate vendors to provide quotes to remove the trees and the item will remain on the agenda for further discussion at the next meeting.
- C. Mattson Road Culvert Purchase:** Upon recent completion of the pulverizing on Mattson Road, a culvert will need to be purchased to repair the currently unproductive culvert. A quote from Tenet was reviewed. A motion was made by Sapik to recommend to the board that plastic 15" 20 foot culverts (2) be purchased along with a coupler, for Mattson Road, seconded by Clayton Johnson. Discussion followed pertaining to the need for a culvert on Wild Oak Dr. This is a private drive that needs a culvert repair to maintain proper conditions for draining and road surface on Railroad Street. An amendment was made to the motion by Sapik to recommend purchasing a second set of culvert to install at Wild Oak Dr. at the expense of the residents who reside on the drive, seconded by Clayton Johnson. MCU.
- D. Wild Oak Dr/Railroad St. Culvert Repairs:** Discussion and Action took place on the previous item.

County Road B - Summer Construction Updates: Jason Jackman provided information - Bridge Repairs are not anticipated to be completed prior to July 14th. Work on the County Road B paving project is set to begin on June 15th.

2026 Around Town Projects:

- A. Roll-Off Dumpster Day - Proposal/Discussion: Nolan shared some research that has taken place thus far on re-introducing a community clean up day. There are a variety of approaches to the project and more research will be needed to create a productive discussion on the topic. Nolan will continue reaching out to area communities and vendors to compile information that the committee can form into a process that suits our community best. The item will remain on the agenda for further discussion and planning at the next meeting.
- B. Boat Landing Handicap Parking Railing and Porta Potty Placement: The materials previously discussed for donation from Wren Works were not in the condition the committee had hoped for. New railing with side wall fittings were researched to be placed in a way to prevent cars from driving off the slight drop off near handicap parking. A motion was made by Sapik to recommend to the Board purchasing a railing system not to exceed \$1000.00, seconded by Clayton Johnson. MCU

CORRESPONDENCE: None

INFORMATION FROM THE CHAIR: The next regular meeting is tentatively scheduled for July 7, 2026 at a time yet to be determined.

ADJOURNMENT: The committee adjourned at 5:10pm.

Respectfully Submitted,

Daisha Nolan

Daisha Nolan, Village Administrator/Clerk