

# **\*\*\*FINANCE MINUTES\*\*\***

**February 3, 2026**

## **SAUKVILLE MUNICIPAL CENTER AND VIA ZOOM 639 E. GREEN BAY AVE., SAUKVILLE, WI 53080**

Village President Andy Hebein called the meeting to order at 6:00 p.m.

Julie Friede gave the Statement of Public Notice.

Members: Andy Hebein-present, Jim Nowlen-present, Bill Rudolph-present, Jesse Duckart-present, Pamela Duckart-present, Wendy Smith-present, and Brandon Donen-via zoom.

Others Present: Dawn Wagner, Julie Friede, Chief Rob Meyer, Brad Hoeft-Village Attorney, Sean Sullivan - Village Engineer and Bill Schanen - Ozaukee Press

**Approve Claims for January 2026 in the Amount of \$3,523,110.27.**

**Nowlen/Smith made a motion** to approve Claims for January 2026 in the Amount of \$3,523,110.27. Motion Carried.

### **Investment Report**

Wagner stated the December 2025 Investment Report was provided in the packet.

### **Engineering Service Agreement (Ruekert & Mielke)**

Wagner review the Ruekert & Mielke Engineering Service Agreement noting that four scenarios based on the years of the Agreement were provided.

Wagner stated that the 4-year Service Agreement provides the Village of Saukville with the most benefits.

Sullivan provided the Committee with an overview of the history/relationship between Ruekert & Mielke and the Village since he became the Village Engineer in 2016. He noted that the Village of Saukville is one of the only Municipalities that receives “Donated Hours” and a discounted rate of 15%.

Wagner stated that Staff recommends the 4-year Service Agreement based on the long-term institutional knowledge Ruekert & Mielke has about Village’s past and current projects.

Sullivan added every year the Village will be provided with an Annual Project Summary Sheet.

**Rudolph/Smith recommended** to the Village Board the Engineering Service Agreement (Ruekert & Mielke) with the 4-year term. Motion Carried.

### **DPW Facility Planning**

Wagner stated Ruekert & Mielke completed the environmental due diligence on the Village property located on Cottontail Lane earmarked for the future WWTP expansion and DPW Facility.

Wagner noted that the Facility Assessment & Conceptual Study was also completed and that the Study recommends building a new DPW facility at new site and not upgrading the current site due to the site limitations. She noted that when a new DPW facility is completed the old DPW site could be prep to be a future location for a new library facility.

Wagner asked the Board, if they want to move forward on prepping (removal of vegetation & grading) the land for future development. She noted that the Village would need to obtain proposals for the site work.

Sullivan noted that the property is located in a Floodway, regulations change and they would never become less restrictive. He recommends prepping the land now for future development.

Rudolph questioned if the Village has funds available.

Wagner stated \$75,000 from the Fund Balance was earmarked for this project. She noted that that there would also be a contribution from the Wastewater Utility.

Wagner explained the next steps would include developing a scope of services (site prep) and obtain proposals. She noted that we are not looking to build next year, only requesting to prep the site for future development. The timeline will have to be discussed and integrated with the Village's Financial Management Plan.

Wagner noted that the Village Board would have to approve the proposal in order to move the project forward.

**Rudolph/Nowlen made a motion** to direct staff to obtain proposals for the site prep on Cottontail Lane. Motion Carried.

#### **Resolution #1441 - Approving 2025 Carryover Funds & Non-lapsing Reserve Funds**

**Rudolph/J. Duckart recommended** to the Village Board Resolution #1441 - Approving 2025 Carryover Funds & Non-lapsing Reserve Funds. Motion Carried.

#### **Amendment #5 to Consultant Agreement - Kapur & Associates, Inc.**

**Rudolph/Nowlen recommended** to the Village Board Amendment #5 to Consultant Agreement - Kapur & Associates, Inc. Motion Carried.

#### **Resolution #1442 - Repealing Resolution #1440 - A Resolution of the Village of Saukville Authorizing an Advisory Referendum on Amending the Village Code Regarding the Keeping of Domestic Chickens (Hens) in Single-Family Residential Districts**

Hoefl explained that in 2023 that the State limited the use of Advisory Referendums by municipalities for a few subjects. (Memo Attached)

**Rudolph/Nowlen recommended** to the Village Board Resolution #1442 - Repealing Resolution #1440 - A Resolution of the Village of Saukville Authorizing an Advisory Referendum on Amending the Village Code Regarding the Keeping of Domestic Chickens (Hens) in Single-Family Residential Districts. Motion Carried.

#### **Option of a Survey of the Village Residents in Order to Determine Whether the Village Ordinances Should be Amended to Allow the Keeping of Chickens in Single-Family Residential Zoning Districts**

Wagner stated she reached out to Mueller Communications to obtain a quote to conduct a Community Survey, providing the Village Residents a voice as to whether it should amend its Code of Ordinances to allow residents to keep a limited number of chickens on single-family residential properties. This survey would provide Village with reliable, actionable insights reflecting community sentiment before advancing any ordinance changes. The survey would provide safe guards to ensure the survey results are valid for each individual household. The estimated cost for the survey would be \$12,650.

P. Duckart did not feel the survey is necessary and the Board should be able to determine if the Village of Saukville will allow Chickens in Single-Family Residential Zoning Districts.

Hebein reminded the Committee that in 2021 the petition for Chickens in Single-Family Residential Zoning Districts was voted down by Plan Commission and Village Board.

Hebein stated that the Village Board voted to seek public input, explaining that the Board wanted residents' feedback regarding allowing chickens in the Village. The Village has been very transparent on this matter, noting that it has been highly controversial, with both pros and cons expressed by residents.

Nowlen stated that there was a draft ordinance in 2021 that was reviewed by the Village Attorney, which could provide the Village with a good baseline for preparing an ordinance.

Hoefl stated a Public Hearing is required for zoning text amendments.

Rudolph suggested pushing information out to the community through social media platforms in order to remain transparent throughout the process.

Wagner stated she would provide the Board with the meeting Minutes and proposed Draft Ordinance from 2021.

Committee agreed to discuss the next steps at the March 3, 2026 meeting. Staff will provide a proposed action plan.

No Action Taken due to Lack of Motion.

#### **Other Matters**

Copy of 2025 OCFD-Annual Report provided in the packet

Copy OCFD -December 2025 Benchmark provided in the packet.

Copy of Ozaukee Press Article - Ozaukee County CTH W update in the packet.

Next Finance Committee & Village Board Meeting will be held on March 3, 2026.

#### **ADJOURNMENT**

**P. Duckart/Smith made a motion to adjourn. Motion carried at 6:51 p.m.**

Julie Friede  
Village Clerk