

COMMISSION ON PUBLIC WORKS/UTILITIES  
COUNCIL ROOM, CITY HALL  
AUGUST 12, 2025  
6:45 P.M.

The Commission on Public Works/Utilities met in regular session, Chair Clough presiding.  
On roll call: all members present with Council Member Gelhaus via telephone.

The minutes of the previous meeting were declared approved.

Director of Public Works Friemoth reported on eight burials at the Cemetery, cleaning park restrooms (issues with people plugging toilets and messes on the walls), mowing, weed trimming, spraying weed on roads, installed drain tile in Tock Park and put playground equipment back in, did some drain tile in Listeman Park on the old ballfield by the pickleball court, pickleball court lights have been replaced under warranty, street sweeping, digging out and prepping for street patches, finished Listeman Pond overflow repairs and storm sewers in the area, equipment maintenance, hauling compost, Water Department-daily testing and well rounds, utility locates, meter change outs and radio installs (all radios are now installed), replaced a service line on Grand Avenue, replenishing water filter media, saw cutting pavement for water main break patches, repaired electrical issues with lights and outlets at the treatment plant, Sewer Department-daily testing and lift station rounds, lift station maintenance and inspections, a sewer complaint on Grand Avenue was on the customer’s side, working on patching manhole leaks and regrouting risers around Ferguson Street and W. Fourth Street, called in multiple times for high flows at the Sewer Treatment Plant due to heavy rains (we have been lining sewer mains throughout the City, but there are a lot of floor drains and sump pumps tied into the sewer system, the Community Water Fluoridation Grant reports have been finished and we will be receiving \$4,580 back for equipment purchases.

Director of Public Works Friemoth reported that the Public Service Commission has approved the City’s Simplified Rate Case for a 3% increase for water rates effective September 2, 2025.

Director of Public Works Friemoth reported on a meeting with the Youth Baseball Association and Dirt Brothers Excavating on the new Listeman Park ballfield. Work should continue this week, there has been some unforeseen setbacks, the dirt work should be completed before the end of August and playground equipment installed as soon as we can.

Director of Public Works Friemoth presented a thank you card from Wendy and Craig Sigurdson for the improvement with a cement sidewalk on the north end of Schuster Park walking trail.

City Clerk Roehl reported that the regular meeting of Tuesday, November 11, 2025 is also Veteran’s Day. Discussion followed.

Motion Petkovsek, second Poeschel, to reschedule the Tuesday, November 11, 2025 meeting to Monday, November 10, 2025 at 6:45 P.M. All Aye.

Motion Poeschel, second Rochester, to adjourn. All Aye.

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Daniel M. Clough, Chair

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Rex R. Roehl, Clerk

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**COMMON COUNCIL  
COUNCIL ROOM  
AUGUST 12, 2025  
7:00 P.M.**

The Common Council met in regular session, Mayor Poeschel presiding. On roll call: all members present with Council Member Gelhaus via telephone. The Pledge of Allegiance was recited.

The minutes of the previous meetings were declared approved.

Chief of Police Mankowski recognized Patrolman Isaac Guyer for five years of service, dedication and growth; Sergeant Hunter Imm for five years of service, with excellence, above and beyond on extra projects; and Administrative Assistant Jill Kyle as 2024 Police employee of the year, adding extra duties and special projects in 2024.

Council Member Petkovsek reported on the July 22, 2025 meeting of the Grants Committee regarding reviewing and updating the list of grants in progress.

Council Member Rochester reported on the July 23, 2025 meeting of the Heritage Days Committee regarding: 1) discussion on a gravel pad and new layout for Schuster Park, 2) discussion on and approval of Mike Winder as Secretary, 3) discussion on and approval of Dale Erickson as Treasurer effective May 1, 2026 when Justin Poeschel's term ends and 4) discussion on outstanding bills, a different tent, Committee responsibilities and checkbook signers.

Mayor Poeschel reported on the July 29, 2025 meeting of the Finance Committee regarding: 1) discussion on Assessment services options, 2) contacting the Assessor to get a price and contract for a Maintenance plus Interim Market Update for the 2026 Assessment Year with a Maintenance plus Full Revaluation with cost spread over two years (2027 and 2028), 3) a closed session for deliberating or negotiating the purchase of public properties, the investing of public funds, or the conducting of other specified public business, as long as competitive or bargain reason require a closed session and 4) adjourned in closed session.

Council Member Petkovsek reported on the July 30, 2025 meeting of the Personnel Committee regarding: 1) discussion on and receiving the Innovation Public Advisors (IPA) report "Seeking Partnerships and Efficiencies: A Study of the City of Neillsville Police, Public Works and City Hall Staffing" – an Innovation Planning Grant Study for review, 2) discussion on creating and updating job descriptions and 3) discussion on creating a pay schedule for City non-union employees for the 2026 budget process.

Mayor Poeschel reported on the July 30, 2025 meeting of the TIF District #5 Joint Review Board regarding: 1) discussion on and review of the TIF District #5 creation process and 2) adoption of Resolution No. 643 Approval of the Creation of Tax Increment Financing District Number Five, City of Neillsville.

Council Member Clough reported on the July 30, 2025 meeting of the Historic Preservation Commission regarding discussion on the National Park Service – Paul Bruhn Historic Revitalization Subgrant Program.

Council Member Clough reported on the August 12, 2025 meeting of the Commission on Public Works/Utilities regarding: 1) current activities, 2) notification that the Public Service Commission has approved the City's Simplified Rate Case for a 3% increase for water rates effective September 2, 2025 and 3) rescheduling the regular Tuesday, November 11, 2025 meeting to Monday, November 10, 3035 at 6:45 P.M.

Mayor Poeschel declared all reports filed as presented with the City Clerk.

Natalie Erpenbach, Technology Committee Chair presented the draft City of Neillsville 2025-2027 Cybersecurity Plan for the Council's review for action at the next meeting. This Plan was developed with clear goals, measurable objectives and designated responsibilities to ensure accountability and implementation. The next step would be the development of policies and procedures.

City Clerk Roehl reported that the regular meeting of Tuesday, November 11, 2025 is also Veteran's Day. Discussion followed.

Motion Clough, second Neville, to reschedule the Tuesday, November 11, 2025 meeting to Monday, November 10, 2025 at 7:00 P.M. All Aye.

City Clerk Roehl stated the Beautification Committee has collected \$1,250.00 in donations for hanging baskets/decorations from area businesses and individuals.

Motion Neville, second Rochester, to accept and appropriate \$1,250.00 in donations for hanging baskets/decorations to Account No. 55340 Celebrations and to thank the businesses and individuals for helping beautify our City. All Aye.

City Clerk Roehl reported on receiving a \$300.00 donation from the Neillsville Kiwanis Club for flowers in the Sniteman Town Square flower garden.

Motion Clough, second Rochester, to accept and appropriate \$300.00 to Account No. 55340 Celebrations and to thank the Neillsville Kiwanis Club for help in beautifying our City. All Aye.

City Clerk Roehl stated the Beautification Committee has collected \$105.00 in donations for the Murals Project from individuals.

Motion Rochester, second Clough, to accept and appropriate \$105.00 in donations for the Murals Project to Account No. 55340 Celebrations and to thank the individuals. All Aye.

City Clerk Roehl reported on receiving a \$989.13 Neillsville Tourism Committee Room Tax Grant for the Murals Project.

Motion Neville, second Clough, to accept and appropriate \$989.13 to Account No. 55340 Celebrations for the Murals Project. All Aye.

City Clerk Roehl reported on receiving a \$1,200.00 donation from the Motorhead Mafia Car Club for the Police Department from their car show.

Motion Petkovsek, second Rochester, to accept and appropriate \$1,200.00 to Account No. 52100 Police Department Administration and to thank them for their donation. All Aye.

City Clerk Roehl presented the Assessment Services Agreement with Associated Appraisal Consultants for 2026 to 2030. In 2026, an Interim Market Update would be done for \$41,500. A full Revaluation would be done in 2028 with the cost split between 2027 (\$60,500) and 2028 (\$61,000) and Maintenance Assessments for 2029 (\$18,000) and 2030 (\$18,500) – five-year total \$199,500.

Discussion followed.

Motion Neville, second Gelhaus, to approve the Assessment Services Agreement with Associated Appraisal Consultants, Greenville, WI. All Aye.

City Clerk Roehl reported on the two billboard lease agreements in the City's Industrial Park with Schubert and Hoey Outdoor Advertising, Inc. These billboards are 12 feet by 20 feet. The renewal contracts are for five years, with an annual payment of \$600 per year per billboard.

Motion Petkovsek, second Rochester, to authorize the renewal of the two Industrial Park billboard lease agreements with Schubert and Hoey Outdoor Advertising, Inc. at a rental fee of \$600 per year per billboard on five-year contracts, 2025-2030.

Mayor Poeschel presented a request from the Neillsville Area Chamber of Commerce to close West Street between W. Fifth Street and W. Sixth Street from 12:01 A.M. to 11:59 P.M. and West Street between W. Fifth Street and W. Fourth Street from 12:01 A.M. to 4:00 P.M. and the intersection of West Street and W. Fifth Street from 12:01 A.M. to 4:00 P.M. on Saturday, October 11, 2025 for the Autumn Harvest Fest event.

Motion Clough, second Gelhaus, to grant the request from the Neillsville Area Chamber of Commerce to close West Street between W. Fifth Street and W. Sixth Street from 12:01 A.M. to 11:59 P.M. and West Street between W. Fifth Street and W. Fourth Street from 12:01 A.M. to 4:00 P.M. and the intersection of West Street and W. Fifth Street from 12:01 A.M. to 4:00 P.M. on Saturday, October 11, 2025 for the Autumn Harvest Fest event. All Aye.

Mayor Poeschel presented a request from the Neillsville Area Chamber of Commerce to close the lower Municipal parking lot on West Street from Thursday, October 9, 2025 at 8:00 A.M. until Monday, October 13, 2025; extend the hours until 11:59 P.M. for the band on Saturday, October 11, 2025 and use the Heritage Days tent, stage, tables and chairs for the Autumn Harvest Fest event.

Motion Clough, second Rochester, to grant the request from the Neillsville Area Chamber of Commerce to close the lower Municipal parking lot on West Street from Thursday, October 9, 2025 at 8:00 A.M. until Monday, October 13, 2025; extend the hours until 11:59 P.M. for the band on Saturday, October 11, 2025 and use the Heritage Days tent, stage, tables and chairs for the Autumn Harvest Fest event. All Aye.

Mayor Poeschel presented a request from the Neillsville Fire Department to close W. Eighth Street from Grand Avenue to Hewett Street and West Street from W. Eighth Street to the rear parking lot of JD’s Brickyard Pub & Grub for their steak feed fundraiser on Saturday, October 4, 2025 from 2:00 P.M. to 9:00 P.M.

Motion Neville, second Rochester, to grant the request from the Neillsville Fire Department to close W. Eighth Street from Grand Avenue to Hewett Street and West Street from W. Eighth Street to the rear parking lot of JD’s Brickyard Pub & Grub for their steak feed fundraiser on Saturday, October 4, 2025 from 2:00 P.M. to 9:00 P.M. All Aye.

Chief of Police Mankowski reported on training, Part-time Officer Larson has taken a full-time position with the Greenwood Police Department (he will remain on the roster and assist when available); purchased less than lethal weapons, squad car maintenance, July parking enforcements, citations, warnings, office activities, officer activities, business patrols and contract policing.

City Clerk Roehl stated that TIF District #5 Creation Application has been filed with the Wis DOR. It is now in the review process.

City Clerk Roehl presented a Certificate of Appreciation from The Highground for the City’s continuing support.

Tavern Operator’s License Applications:  
Penny L. Courtney and David A. Kleifgen

Motion Rochester, second Neville, to grant all the listed licenses. All Aye.

Motion Clough, second Rochester, that City Bills Nos. 690 to 747 in the amount of \$201,518.38 be paid. All Aye.

Motion Petkovsek, second Neville, to adjourn. All Aye.

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Duane G. Poeschel, Mayor

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Rex R. Roehl, Clerk

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