

**COMMISSION ON PUBLIC WORKS/UTILITIES  
COUNCIL ROOM, CITY HALL  
FEBRUARY 24, 2026  
6:45 P.M.**

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

The minutes of the previous meeting were declared approved.

Director of Public Works Friemoth reported on no burials at the Cemetery, snow removal-plowing, hauling, clearing sidewalks and sanding, removing ash trees, equipment and shop maintenance, patching potholes, Water Department-daily testing and well rounds, utility locates, meter change outs, troubleshooting meter reading issues, installed a new caustic soda pump at the treatment plant, Well #3 rehab is underway, Sewer Department-daily testing and treatment plant rounds, lift station inspections and maintenance, submitted monthly DNR reports, Visu-Sewer was in to inspect manholes for rehab and provide a quote, reviewed televising footage for lining projects and contacted Visu-Sewer for a quote.

Motion Neville, second Rochester, that Water Bills Nos. 39 to 61 in the amount of \$37,418.44 and Sewer Bills

Nos. 22 to 37 in the amount of \$42,851.41 be paid. All Aye.

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

---

Daniel M. Clough, Chair

---

Rex R. Roehl, Clerk

\*\*\*\*\*

**COMMON COUNCIL  
COUNCIL ROOM  
FEBRUARY 24, 2026  
7:00 P.M.**

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

The minutes of the previous meeting were declared approved.

Council Member Petkovsek reported on the February 17, 2026 meeting of the Personnel Committee regarding: 1) discussion on and recommendation on a split vote to approve adoption of the “Officers and Employees – Chapter 101” ordinance changes pending review by the City Attorney, 2) discussion on and recommendation on a split vote to approve adoption of the At-Will Employment Agreement with Luke Friemoth as City Administrator/Public Works Director, effective May 1, 2026 pending review by the City Attorney, 3) discussion on and recommendation on a split vote the promotion of Debbie Winder to City Clerk-Treasurer, effective May 1, 2026, 4) discussion on and recommendation on a split vote that the City Clerk-Treasurer wage be set at \$62,821.60 (which includes \$2,500 for IT Coordinator duties), effective May 1, 2026, 5) discussion on a recommendation on a split vote that the Deputy Clerk-Treasurer wage be set at \$48,402.00, effective May 1, 2026 and 6) discussion on and recommendation on a split vote that the Water Operator, Sewer Operator, Street Department First Operator and Cemetery Sexton/Parks Director be given a pay increase of \$1.00 per hour (\$2,080 annually), effective May 1, 2026.

Council Member Clough reported the February 18, 2026 meeting of the Historic Preservation Committee regarding: 1) two bronze historic land marker plaques have been

received and will be installed when weather permits, 2) update on the 1897 Clark County Jail building, 3) discussion on QR Codes, website, self-guided Cemetery tours and a STQRY.com demo, 4) discussion on the annual report to the National Parks Service, 5) discussion on and approval to submit a Room Tax Grant application, 6) discussion on historic properties with and without plaques, 7) update on fund balances and 8) discussion on and approval for reimbursement of website renewal costs paid by Natalie Erpenbach.

Council Member Clough reported on the February 24, 2026 meeting of the Commission of Public Works/Utilities regarding: 1) current activities and 2) payment of bills.

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

Mayor Poeschel asked if there were any questions on the Personnel Committee items (1, 2, 3, 4, 5, 6).

Mayor Poeschel read the following ordinance.

#### **ORDINANCE NO. 1085**

#### **AN ORDINANCE AMENDING SECTION 101-3 CITY CLERK-TREASURER, SECTION 101-4 DEPUTY CLERK-TREASURER, SECTION 101-6 CHIEF OF POLICE, SECTION 101-7 FIRE CHIEF, SECTION 101-9 HEALTH OFFICER, SECTION 101-12 DIRECTOR OF PUBLIC WORKS, SECTION 101-15 RECREATION DIRECTOR, SECTION 101-16 CEMETERY SEXTON.**

THE COMMON COUNCIL OF THE CITY OF NEILLSVILLE DO ORDAIN AS FOLLOWS:

Section 1. Section 101-3 City Clerk-Treasurer is hereby amended to read as follows.

#### SEC. 101-3 CITY CLERK-TREASURER

- A. Appointment. The City Clerk-Treasurer, except as noted in § 101-2B, shall on the effective date of this chapter or thereafter, for the new office and new position, be appointed by the Mayor and be subject to confirmation by the Common Council. The City Clerk-Treasurer, including any current City Clerk-Treasurer, shall not be removed except for "cause" as established by the Common Council, and then only by a three-fourths vote of the members-elect of the Common Council. The "cause" provision shall not apply for any person appointed in the new office and position during the twelve-month probation period, with the time period for the probationary period commencing upon appointment and qualification. During this time period, a majority vote of the members-elect of the Common Council may remove the person from this position without "cause" demonstrated. This position reports to the City Administrator/Director of Public Works.
- C. Duties. Such person appointed to perform the duties of the Clerk/Treasurer shall be described by law and in the job description as approved by the City Council and as filed with the City Clerk/Treasurer.

Section 2. Section 101-4 Deputy Clerk-Treasurer is hereby amended to read as follows:

#### SEC. 101-4 DEPUTY CLERK-TREASURER

- A. Appointment. The Deputy Clerk-Treasurer, except as noted in § 101-2B, shall on the effective date of this chapter or thereafter, for the new office and new position, be appointed by the Mayor and be subject to confirmation by the Common Council. The Deputy Clerk-Treasurer, including any current Deputy Clerk-Treasurer, shall not be removed except for "cause" as established by the Common Council, and then only by a three-fourths vote of the members-elect of the Common Council. This "cause" provision shall not apply for any person appointed in the new office and position during the twelve-month probationary period, with the time period for the probationary period commencing upon appointment and qualification. During this time period, a majority vote of the members-elect of the Common Council may remove the person from this position without "cause" demonstrated. This position reports to the City Clerk/Treasurer and City Administrator/Director of Public Works.

- B. Duties. Such person appointed to perform the duties of the Deputy Clerk/Treasurer shall be described by law and in the job description as approved by the City Council and as filed with the City Clerk/Treasurer.

Section 3. Section 101-6 Chief of Police is hereby amended to read as follows:

SEC. 101-6 CHIEF OF POLICE

A. Appointment:

- 1. The Chief of Police, except as noted in § 101-2B, shall be appointed by the Police and Fire Commission. The Chief of Police shall hold office during good behavior, subject to suspension or removal by the Commission for cause, pursuant to Wis. Stat. § 62.13.

B. Duties:

- 3. Such person appointed to perform the duties of the Chief of Police shall be described by law and in the job description as approved by the City Council and as filed with the City Clerk/Treasurer.

Section 4. Section 101-7 Fire Chief is hereby amended to read as follows:

SEC. 101-7 FIRE CHIEF

- B. Duties. Such person appointed to perform the duties of the Fire Chief shall be described by law and in the job description as approved by the City Council and as filed with the City Clerk/Treasurer.

- C. The Fire Chief shall have command of the Fire Department of the City under direction of the Mayor. The Fire Chief shall report to the Common Council from time to time at his/her discretion or upon the request of said Common Council, and shall perform such other duties in conformance with his/her office as may from time to time be required of him/her by the Common Council.

Section 5. Section 101-9 Health Officer is hereby amended to read as follows:

SEC. 101-9 HEALTH OFFICER

- A. Appointment. The Health Officer, except as noted in § 101-2B, shall on the effective date of this chapter or thereafter, for the new office and new position, be appointed by the Mayor and be subject to confirmation by the Common Council. The Health Officer shall be qualified and appointed for the position as established in Ch. 251, Wis. Stats., and shall be appointed for a two-year term. The Health Officer, including any current Health Officer, shall not during the two-year term of the new office, be removed except for "cause" as established by the Common Council, and then only by a three-fourths vote of the members-elect of the Common Council. The "cause" provisions shall not apply for any person appointed in the new office and position during a two-month probationary period, commencing upon appointment and qualification. During this time period, a majority vote of the members-elect of the Common Council may remove the person from this position without "cause" demonstrated. At the end of the term, the Mayor is not required to reappoint, nor is the Common Council required to reconfirm the person for an additional term. This position reports to the City Administrator/Director of Public Works.

B. Duties.

- 1. Such person appointed to perform the duties of the Health Officer shall be described by law and in the job description as approved by the City Council and as filed with the City Clerk/Treasurer.

Section 6. Section 101-12 Director of Public Works is hereby amended to read as follows:

SEC. 101-12 DIRECTOR OF PUBLIC WORKS

- A. Appointment. The Director of Public Works, position has been combined with the City Administrator position as codified in the City Council Minutes of the January 13, 2026 Common Council meeting. Reference the Codification number of City Administrator/Director of Public Works 1083.

Section 7. Section 101-15 Recreation Director is hereby amended to read as follows:

SEC. 101-15 RECREATION DIRECTOR

- A. Appointment. The Recreation Director, except as noted in § 101-2B, shall on the effective date of this chapter or thereafter, for the new office and new position, be appointed by the Parks and Recreation Board. The Recreation Director, including any current Recreation Director, shall not be removed except for "cause" as established by the Common Council, and then only by a three-fourths vote of the members-elect of the Common Council. The "cause" provision shall not apply for any person appointed in the new office and position during the twelve-month probationary period, with the time period for the probation period commencing upon appointment and qualification. During this time period, a majority vote of the members-elect of the Common Council may remove the person from this position without "cause" demonstrated. This position reports to the City Administrator/Director of Public Works.
- B. Duties. Such a person appointed to perform the duties of the Recreation Director shall be as described by law and in the job description as approved by the City Council and as filed with the City Clerk.

Section 8. Section 101-16 Cemetery Sexton is hereby amended to read as follows:

SEC. 101-16 CEMETERY SEXTON

- A. Appointment. The Cemetery Sexton, except as noted in § 101-2B, shall on the effective date of this chapter or thereafter, for the new office and new position, be appointed by the Mayor and be subject to confirmation of the Common Council. The Cemetery Sexton, including any current Cemetery Sexton, shall not be removed except for "cause" as established by the Common Council, and then only by a three-fourths vote of the members-elect of the Common Council. The "cause" provision shall not apply for any person appointed in the new office and position during the twelve-month probationary period, with the time period for the probation period commencing upon appointment and qualification. During this time period, a majority vote of the members-elect of the Common Council may remove the person from the position without "cause" demonstrated. This position reports to the City Administrator/Director of Public Works.
- B. Duties. Such a person appointed to perform the duties of the Cemetery Sexton shall be as described by law and in the job description as approved by the City Council and as filed with the City Clerk.

Section 9. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 10. Should any portion of this ordinance be declared invalid, or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of the remaining portions of said ordinance which can be given effect without the invalid or unconstitutional provisions.

Section 11. This ordinance shall take effect upon the date of publication as provided in Section 62.11(4)(a), Wis. Stats.

---

Duane G. Poeschel, Mayor

---

Rex R. Roehl, Clerk

Motion Neville, second Petkovsek, that Ordinance No. 1085 be adopted.

Council Member Clough stated that Sec. 101-4 has the Deputy Clerk-Treasurer reporting to two people, this is bad practice. That person should report to a supervisor (Clerk-Treasurer) who in turn reports to the Administrator.

Mayor Poeschel asked if legal counsel had reviewed the ordinance.

Council Member Petkovsek stated “yes”, the City Attorney did not have a problem with the language and he would have to defend it if a problem arose.

Council Member Petkovsek stated the other change made by the City Attorney was to remove the Chief of Police probationary language and instead references Wis. Stats. § 62.13.

Council Member Clough state Sec. 101-7 has the Fire Chief under the direction of the Mayor. The Chief of Police is also under the direction of the Mayor in the current ordinance and that is not being changed.

Council Member Petkovsek stated that the job descriptions have been reviewed by the League of Wisconsin Municipalities Attorney – the duties have remained as approved but they are requesting formatting changes.

Mayor Poeschel called the vote. All Aye.

Council Member Clough asked for a copy of the At-Will Employment contract with the Administrator/Director of Public Works.

Mayor Poeschel stated we would move forward while copies are being made.

Motion Neville, second Rochester, to accept the recommendation to promote Debbie Winder to City Clerk-Treasurer, effective May 1, 2026. All Aye.

Motion Rochester, second Neville, to accept the recommendation that the City Clerk-Treasurer wage be set at \$62,821.60 (which includes \$2,500 for IT Coordinator duties), effective May 1, 2026. All Aye.

Motion Neville, second Rochester, to accept the recommendation that the Deputy Clerk-Treasurer wage be set at \$48,402.00, effective May 1, 2026. All Aye.

Motion Rochester, second Neville, to accept the recommendation that the Water Operator, Sewer Operator, Street Department First Operator and Cemetery Sexton/Parks Director be given a pay increase of \$1.00 per hour (\$2,080 annually), effective May 1, 2026.

Council Member Clough asked if all these wage increases are budget neutral.

Mayor Poeschel stated there will be about a \$3,000 deficit because of insurance and he called the vote. All Aye.

Motion Neville, second Rochester, to accept the recommendation to approve the adoption of the At-Will Employment Agreement with Luke Friemoth as City Administrator/Public Works Director.

Council Member Petkovsek stated upon legal review the City Attorney recommended severance payment language stating that in event of termination without cause payment of six months of salary and health insurance would be provided.

Council Member Rochester questioned what happens if we get into this and Friemoth says this is not for him and he withdraws can he remain as the Director of Public Works.

Council Member Petkovsek stated there is no provision for that, the City would have to decide at that point if they want to move forward with the Administrator/Public Works Director position or split it apart.

Mayor Poeschel stated the duties are separated in the job descriptions and he called the vote. All Aye.

Chief of Police Mankowski reported on training, the purchase of a Latitude Fentanyl Filter Hood, squad car maintenance, parking enforcement, citations, warnings, office activity, officer activities, officer assists, business patrols and contract policing.

City Clerk Roehl reported that the WI Department of Revenue has accepted and approved the TIF District Affordable Housing Extension for TID No. 3.

Tavern Operators License Applications:

Joseph P. Bilski II and Andrea M. Lippert

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

Motion Neville, second Rochester, that City Bills Nos. 154 to 204 in the amount of \$871,851.28 be paid. All Aye.

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

\_\_\_\_\_  
Duane G. Poeschel, Mayor

\_\_\_\_\_  
Rex R. Roehl, Clerk

\* \* \* \* \*