

COMMON COUNCIL MEETING MINUTES 12/8/2025

The Common Council of the City of Park Falls met in regular session at 5:00 PM on Monday, December 8, 2025. Mayor Tara Tervort called the meeting to order at 5:00 PM and the following members were present:

Mayor:	Tara Tervort
Alderman:	Dan Greenwood Dennis Wartgow Terry Wilson James Corbett Anthony Thier Dixie Weidman Michael Mader Dina Bukachek
City Attorney:	Bryce Schoenborn
City and Zoning Administrator:	Scott Kluver

Staff present: Shannon Greenwood, Bill Hoffman, Marvin Nevelier, Becky Michels, Larry Reas, Jody Eckert

Also present: Gary Wollerman

ADOPT THE AGENDA - Motion by Weidman/Mader to adopt the agenda as presented. Motion carried.

APPROVAL OF MINUTES - Motion by Mader/Bukachek to approve the Minutes for the Common Council meeting on November 10, 2025, and the Parks, Recreation, and Historical Landmarks Committee meeting on November 18, 2025. Motion carried.

COMMUNCIATIONS – Deck the Halls Park Falls event was enjoyed, with good attendance despite the cold weather. Gary Wollerman would like to request the City to publish an encouragement to the residents to attend the local parishes and potentially take someone with them during the holiday season.

NEW BUSINESS

- A. Offer to Purchase Tax ID 23486 – 277 1st Street North – Received an offer to purchase a vacant property that was obtained by the City through a raze order process. The interested party would like to reestablish one or more rental units on the theater property and needs the vacant lot for parking, as there is no available parking on the theater parcel. Motion by Weidman/Mader to offer an option to purchase the property for \$5,500 contingent on the property being completed with rental units move-in ready by December 31, 2026. In the meantime, the City would lease property to the prospective buyer for \$0, with an option to buy, and the lease will be responsible for maintenance of the property. Motion carried, 8-0.
- B. Timber Sale Bid Acceptance – Worked with Tom Ernst to review the sites, survey the available lumber, and map the sites that were then included in a timber sale. Bids were received on December 2nd. Motion by Mader/Greenwood to accept the bid from Futurewood for \$15,381.49. Motion carried.
- C. 2026-2027 Poll Worker Appointments – Motion by Wilson/Bukachek to approve the list of poll workers. Motion carried.
- D. 2026 Meeting, Holiday, and Election Schedule – Recommendation to cancel the 4/27 meeting. Motion by Weidman/Corbett to approve the schedule with the April 27th council meeting being removed.

- E. Cell Phone Policy – Proposed changes will clarify certain situations in the future and work to phase out personal use of City cell phones and use of personal cell phones for City business, which is important because of open record laws. Motion by Weidman/Wilson to approve the policy. Motion carried.
- F. 2026 TID Budgets – TID #5 will generate an estimated \$339,326 in increment, PILOT payments, and personal property aid, which is an increase over last year. There is an estimated expense of \$47,189 for a developer agreement payment as well. Overall, TID #5 is performing adequately. TID #6 does not currently have a fund balance, but one of the projects that is within its border that is currently being pursued is the Mill Office project. Motion by Wartgow/Weidman to tentatively approve the 2026 TID budgets. Motion carried.
- G. Resolution 25-009 Final 2026 Budget Adoption – Resolution for all funds that have been presented previously. Motion by Weidman/Wilson to approve Resolution 25-009 with language change.
- H. Resolution 25-010 Adopting a Citizen Participation Plan – The City is applying for a CDBG grant to help fund the creation of a new comprehensive plan, and part of the initial steps for the grant include adopting this plan. Motion by Wartgow/Greenwood to approve Resolution 25-010.
- I. Appointing Citizen Participation Plan Members - Recommendation to appoint the Plan Commission members as the Citizen Participation Plan members. Motion by Wartgow/Wilson to approve appointments.

COMMITTEE REPORTS

Finance

- 1. Payment of Bills –Motion by Weidman/Bukachek to approve paying the bills in the amount of \$160,224.91. Motion carried, 8-0.

DEPARTMENT HEAD REPORTS

Administrator Kluver – Working on getting evaluations completed before the end of the year.

Jody Eckert – Completed training and now recognized as a dementia friendly Library facility. Cindy Koller was selected to attend a virtual collaboration and learning opportunity and will receive stipend to fund inclusive childrens events. The Wisconsin Historical Society will be bringing in a display in January of Northwoods sledding.

Becky Michels – Completed the information to request the last of the ARPA dollars for the airport. Attended the treasurer training at Price County on Saturday.

Bill Hoffman - Performed the first review of the assistant wastewater/general laborer position and selected 5 individuals to interview.

Shannon Greenwood – The deadline for incumbents not seeking re-election to file Notification of Noncandidacy is December 26th by 5:00 pm and the deadline for all candidates to file nomination papers, declarations of candidacy, and campaign registration statements is January 6th by 5:00 pm.

Chief Nevelier – Advised of an incident on that happened on Saunders Avenue that is still being actively investigated and now waiting from results from the crime lab. PD put out another press release but there are a lot of questions that can't be answered at this point. New officer is doing very well with his training.

Chief Reas – The fire department assisted the police department with a light tower to make it safer and easier to do their job recently and assisted the County at Treml tree farm recently as well.

The meeting was adjourned at 6:26 .