

COMMON COUNCIL MEETING MINUTES 7/28/2025

The Common Council of the City of Park Falls met in regular session at 5:00 PM on Monday, July 28, 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 - Excused James Corbett - Excused Anthony Thier Dixie Weidman Michael Mader Dina Bukachek
City Attorney:	Bryce Schoenborn - Excused
City and Zoning Administrator:	Scott Kluver

Staff present: Shannon Greenwood, Becky Michels, Isabel Grimes, Judy Kraetke

Also present: Gary Wollerman, Victor Ambrose

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

APPROVAL OF MINUTES - Motion by Weidman/Bukachek to approve the Minutes for the Plan Commission Meeting on June 19, 2025, the Common Council Meeting on June 23, 2025, the Plan Commission Meeting on July 19, 2025, and the Common Council Meeting on July 14, 2025. Motion carried.

COMMUNICATIONS – Alderman Mader noted that there are some plantings in Old Abe Memorial Park that are not doing well, and a tree with a broken branch.

NEW BUSINESS

- A. RPF Comprehensive Plan – Recommendation by Plan Commission to approve as the current plan was originally adopted in 2009 and has become increasingly outdated. The city needs a more updated plan for future development. Motion by Wartgow/Weidman to approve. Motion carried.
- B. Ordinance 25-024 Water-Compulsory Connection to Sewer and Water – Discussion at last meeting to amend the utility connection requirements, especially in cases of annexation as seasonal weather conditions make it very difficult to comply with current regulation. Reviewed recommended language to be added for water tests to match the state requirements for wells and to require a licensed well driller or pump installer to complete the necessary inspections. Motion by Greenwood/Wartgow to approve with revisions. Motion carried.
- C. Ordinance 25-025 Sewer Use Rules and Regulations - Motion by Wartgow/Greenwood to approve. Motion carried.
- D. Approve Elected Officials Manual - Motion by Mader/Bukachek to approve. Motion carried.

COMMITTEE REPORTS

Finance

Payment of Bills - Committee met to review the Quarterly Finance report. Motion by Weidman/Bukachek to approve paying the bills in the amount of \$425,800.20. Motion carried, 6-0.

Personnel

Appointment of Deputy Clerk/Treasurer - Recruitment process included several applicants. Motion Greenwood/Mader to approve appointing A. Mortier. Motion carried.

CITY OFFICIALS' REPORTS

Mayor Tervort: Attended the League of Municipalities annual meeting in Stevens Point last week where discussion focused on local sales tax and how it would be administered if implemented. Also discussed short-term rentals that drive the cost of homes up and the limited ways that communities can regulate them. Will be attending the Leagues Chief Executives meeting on Wednesday in Green Bay.

Administrator Kluver: Preparing for budget preparation starting in August and anticipating health insurance discussions at the next meeting. There are numerous zoning matters anticipated to be discussed in August as well. The joint Ad Hoc Committee for Athletic Complex has requested an RFP, and another meeting has been scheduled to discuss the track issue, with a more formal report at the next Council meeting.

Clerk Greenwood: The Deputy Clerk/Treasurers last day in the office will be August 12, with a luncheon for her at City Hall on the 7th. The pool will be having their cardboard boat races again over Flambeau Rama and they collected sponsorships from local businesses to pay for the awards. City Council has been invited once again to ride on the Chamber of Commerce float during the Flambeau Rama parade, and we currently have 4 Alderman signed up to participate.

Treasurer Michels: Currently working on preparing the quarterly financial report for the Finance Committee and getting the utility billing up to date. We have received a good response from the Audit RFP.

Isabel – Has been assisting the Administrator with RFPs and collecting a list of properties will need to be notified if zoning changes happen, required to notify anyone within 200 feet.

Library: Friends of the Library purchased a wheelchair, and a walker was donated, to be located near the main entrance. A cart for individuals who come and get a large number of books is also now available for use.

Police Department: Preparing for the busy weekend. There will be one Phillips officer available for mutual aid on Saturday and a DNR Warden.

The meeting was adjourned at 5:39

Prepared by: Shannon Greenwood, City Clerk