

**REGULAR MEETING
MINOCQUA BOARD OF SUPERVISORS
July 1st, 2025**

A regular meeting of the Minocqua Board of Supervisors was called to order by Supervisor Fricke at 5:00 p.m. on July 1st, 2025 in the Board Room of the Minocqua Center.

Present were: Chairman Mark Hartzheim, Supervisors Brian Fricke, Billy Fried, Erika Petersen and Lance Krolczyk; Roben Haggart, Town Clerk; Jason Benbenek, Lieutenant Minocqua Police Department; Mark Pertile, Director of Public Works and Rich Carani, Chief Minocqua Fire Department.

Motion by Petersen, seconded by Fried to approve the agenda as presented. Voice vote: Motion carried.

Motion by Fried, seconded by Petersen to approve the regular Town Board minutes from meetings held on May 6th, May 20th and June 3rd, 2025. Voice vote: Motion carried.

Motion by Fried, seconded by Petersen to approve the minutes from special Town Board meetings held on May 20th, May 21st, June 16th and June 23rd, 2025. Voice Vote: Motion Carried.

OLD BUSINESS

AMENDED ORDINANCE – PIERS OR RELATED STRUCTURES IN TOWN ROAD RIGHT-OF-WAY

Chairman Hartzheim presented amended ordinance Sec. 35-Piers or Related Structures in or Extending from a Town Road Right-of-Way: Amending the license term to start on April 1st and adding an after-the-fact application fee of \$100 for a second reading and adoption.

Motion by Fried, seconded by Petersen to waive the actual reading and adopt amended ordinance Sec. 35 as presented. Voice vote: Motion carried.

NEW BUSINESS

FOOD TRUCK APPLICATION – HOLIDAY ACRES

Clerk Roben Haggart presented a food truck application from Jake's Mobile Café to set-up at Holiday Acres, 7994 US Highway 51 for approval. Jake was present to answer questions as this is a new location. It was noted that the owner of Holiday Acres should have completed the application and should be present at the meeting. Clerk Haggart reached out to Simone Thompson, owner of Holiday Acres. She stated that she is the one requesting the food truck at her business. Supervisor Fricke would like the application amended to reflect the business owner as the applicant.

Motion by Fried, seconded by Hartzheim to approve Jake's Food truck at the new location with the condition that the application be amended to have the business owner being the applicant. Voice vote: Supervisor Fricke voted nay, motion passes 4 to 1.

FOOD TRUCK APPLICATION – BOTTLED BEAN

Kelly Knobeck, owner of the Bottled Bean sent an email requesting approval for additional dates in July and August (July 4th, July 11th, August 8th and August 15th) for Jake's Mobile Café to set up at her business at 409 East Front Street. Jake was present.

Motion by Fried, seconded by Petersen to approve the addition dates for the Bottle Bean food truck. Voice vote: Supervisor Fricke vote nay, motion passes 4 to 1.

FOOD TRUCK APPLICATION- STONEY CREEK GARDEN CENTER

Supervisor Petersen moved to the audience and is abstaining from board discussion and voting.

Erika Petersen, owner of Stoney Creek Garden Center, is requesting additional food truck dates on Saturdays through September.

Motion by Fried, seconded by Krolczyk to approve one food truck per week at Stoney Creek Garden Center through October 1st, 2025. Voice vote: Supervisor Fricke voted nay, Supervisor Petersen abstains. Motion passes 3 to 1.

TEMPORARY ALCOHOL BEVERAGE LICENSE - LAKELAND NOON ROTARY/Dragon Boat Festival

Clerk Roben Haggart presented a Picnic License application from Lakeland Noon Rotary for the Minocqua Dragon Boat Festival on August 16th at Torpy Park for approval.

Motion by Fried, seconded by Fricke to approve as presented. Voice Vote: Motion Carried.

MINOCQUA WINTER PARK – TUBING HILL MODIFICATIONS

Greg Popovich, Joe Handrick, Wendy Kraly and Chad Metzger were present representing Minocqua Winter Park. Greg gave an overview of the park's income and expenses over the last 2 years. They are hoping to increase revenue lost over the last few years due to poor weather/snow conditions. They would like to reconfigure the tubing hill to make it safer and easier to operate. They presented maps and a plan that would reconfigure the hill and extend the run-out into the swampy area. They are also exploring some snow making options to potentially extend the season. Wendy advised that the winter park board unanimously approved the plan, even though there are some users that are not in favor. Mark Pertile stated there may be some permits needed by the DNR which he can assist with if needed. They are requesting from the town; (1) approval to clear approximately 1 acre of brush and trees to accommodate the new downslope; (2) assistance with permitting if needed; (3) complete road widening near the maintenance building to accommodate busy weekends and special events.

Motion by Fricke, seconded by Fried to approve number one on the list, have the Director of Public Works assist with the permitting process if needed and to not do number 3 at this time due to funding restraints. Voice vote: Motion carried.

MINOCQUA WINTER PARK – CHALET WINDOW DONATION

Chad Metzger, Minocqua Winter Park president is seeking authorization to accept a window donation from HT glass for the replacement of six windows in the chalet. The donation is approximately \$11,000, including the windows and installation. The new windows will help with ventilation in the summer months when the chalet gets extremely hot inside.

Motion by Fricke, seconded by Petersen approving the donation of six windows for the chalet at Minocqua Winter Park. Voice vote: Motion carried.

ONEIDA COUNTY – SHORT TERM RENTALS FOR LESS THAN 7 DAYS

Oneida County is requesting the town's input on allowing short-term rentals for less than 7 days where it is currently prohibited. This was brought up at the county board by a Three Lakes representative on the county board.

Supervisor Fried explained that Three Lakes county board representative is seeking to allow short-term rentals for less than 7 days. The board discussed and they would like to keep the 7-day minimum in Minocqua for these types of rentals. Supervisor Fried will convey the board's wishes to the county board.

Motion by Fricke, seconded by Petersen to keep the seven day as is in the Town of Minocqua. Voice vote: Motion carried.

VACANT LOTS 411/417 MILWAUKEE STREET

Mark Pertile, Director of Public Works is seeking direction from the board on the development of the two lots purchased by the town from Renn Goltra (MI-3278 & 3278 A) adjacent to the police department building. He is planning to demo the building and would plant grass for green space or possibly develop for additional parking. The board discussed developing some additional parking for the library and police staff as well as the farmer's market on Fridays throughout the summer.

Motion by Fricke, seconded by Petersen to have the town crew demolish and haul away the building and discuss possible use for the property once that is completed. Voice vote: Motion carried.

MSA PROFESSIONAL SERVICES – TAX INCREMENT DISTRICT (TID)

Chairman Handrick requested board approval of a Professional Services Agreement with MSA Professional Services, Inc., for tax increment district (TID) consultation services. They would assist us with drafting developer's agreements and form filing at the state level.

Motion by Fricke, seconded by Petersen to approve the Professional Services Agreement with MSA Professional Services for an amount not to exceed \$5,000 without obtaining board authorization. Voice vote: Motion carried.

Motion by Fricke, seconded by Petersen to convene into closed session pursuant to Wis. Stats. 19.85(1)(c)-Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. For the purpose of discussing the vacant chief of police position; Wis. Stats. 19.85(1)(g)-. Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to be involved with. For the purpose of discussing the Hahn vs. The Town of Minocqua lawsuit; and Wis. Stats. 19-85(1)(e) -Deliberating or negotiating the purchasing of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. For the purpose of discussing communication tower negotiations. Roll call vote: Fricke, aye; Petersen, aye; Fried, aye; Krolczyk, aye; Hartzheim, aye.

Motion by Fried, seconded by Fricke to reconvene into open session. Roll call vote: Fried, aye; Petersen, aye; Krolczyk, aye; Fricke, aye; Hartzheim, aye.

Motion by Fricke, seconded by Petersen to pay the interim Chief of Police wages of \$95,000 starting July 1st, 2025 and revert back to budget amount of \$83,780 once a new chief is sworn in. Voice vote: Motion carried.

Motion by Fried, seconded by Petersen to adjourn meeting. Voice vote: Motion carried. Meeting adjourned at 7:35 p.m.

Roben Haggart
Town Clerk