

COMMON COUNCIL MEETING MINUTES 10/13/2025

The Common Council of the City of Park Falls met in regular session at 5:00 PM on Monday, October 13, 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 - Excused Anthony Thier Dixie Weidman Michael Mader Dina Bukachek
City Attorney:	Bryce Schoenborn
City and Zoning Administrator:	Scott Kluver

Staff present: Shannon Greenwood, Bill Hoffman, Larry Reas, Marvin Nevelier, Becky Michels, Judy Kraetke

Also present: Gary Wollerman, Nicole Zylka, Bob Zoubek, Dom Koller, Dylan Borne, Cole Neinfeldt, Kurt Damrow, Matt Palecek, Luke Larson, Lexi Tervort, David Konkol, Jacob Hilgart, Kaylyn Hommrick

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

APPROVAL OF MINUTES - Motion by Bukachek/Weidman to approve the Minutes for the Common Council meeting on September 22, 2025; the Plan Commission meeting on September 24, 2025; and the Personnel Committee meeting on October 7, 2025. Motion carried.

PUBLIC COMMENT – Kaylyn Hommrick, Cubmaster of Park Falls cub Scouts pack 551, took over last fall and wants to make their presence known. Robert Millin, 1120 3rd Avenue South, is here for the waiver request.

NEW BUSINESS

- A. Cigarette, Tobacco, and Electronic Vaping Device Retail License Application – 177 Division Street – no issues from Chief of Police. Motion by Weidman/Mader to approve. Motion carried.
- B. Waiver Request: Number of Cats – 1120 3rd Avenue South – The Ordinance allows for a total of 3 cats. Homeowner trapped a feral pregnant cat that had kittens. He had them all spayed/neutered and vaccinated. Enclosure fence is approximately 4’ above ground and on top is a drop piece as extra safety precaution, and whole cage is netted. Motion by Bukachek/Weidman to approve the waiver with condition that they are not replaced as they pass and they provide continued proof of vaccinations. Motion carried with Wartgow/Wilson against.
- C. Lower Dam Road CSM – This revised map removes reference to where the property lines between owners exists and takes the road dedication to 2’ past the existing asphalt. Questions still exist but they are but not relative to City and they must work out on their own. Motion by Wartgow/Greenwood to approve. Motion carried.
- D. Raze Orders – Demolition of Structures – Weidman recuses herself from this discussion. 2 properties remain outstanding. Most have made renovations or have been demolished. There is a consideration to have FD do a controlled burn on one property to save cost, the other is still occupied by the owner. FD

can burn with permission after inspection for asbestos and can be considered training. Testing would be the obligation of property owner and can be specially assessed if not paid. Motion by Mader/Wartgow to do the inspections this fall with continued discussions on how to proceed after that. Motion carried, Weidman abstained.

- E. 2025 Trick-or-Treating Hours – Motion by Wilson/Mader to designate hours as 4:30-7:00 on October 31st. Motion carried.
- F. 2026 Refuse Budget – As a result of the contractual increase, a change in the number of units served, and tipping fee increases, a rate increase is needed to cover expenses. Motion by Weidman/Greenwood to approve 2026 Refuse budget.
- G. Adopt 2026 Proposed Fee Schedule – Proposed changes to private alarm, zoning change request, PD/FD room rental, cemetery staking, and background fees to liquor/alcohol license. – Motion by Wartgow/Wilson to approve the fee schedule. Motion carried.
- H. Review 2026 Operating Budget – Review of some small changes since our last discussion. No motion taken.
- I. Approve 2026 Proposed Wage Schedule – Recommendation from Personnel Committee to approve the proposed scale that sets base rate for each position and currently has three proposed step increases based on satisfactory performance. Motion by Wartgow/Weidman to approve as presented. Motion carried.
- J. Selection of Comprehensive Plan Services – Plan Commission met and recommended to proceed with MSA Engineering. Motion by Weidman/Wilson to approve selection of MSA Engineering, but not to proceed with grant application until we have completed the capital budget and funds have been allocated. Motion carried.

COMMITTEE REPORTS

Finance

- 1. Payment of Bills – Motion by Bukachek/Weidman to approve paying the bills in the amount of \$212,358.24. Motion carried, 8-0.
- 2. Recommendation to select CliftonAllenLarson as City Auditor for 2025-2027 – Recommendation from Finance Committee to select them as they met most of the proposal requests. Motion by Wartgow/Greenwood to approve. Motion carried.

CITY OFFICIALS' REPORTS

Mayor Tervort: Attended the Brownfield Redevelopment session by WI DNR at the Ashland City Hall with Administrator Kluver last week. To explore options and get us pointed in the right direction with the mill property.

Treasurer Michels: Would like to Thank the Council for approving CLA due to fact that they offer additional support and education throughout the year at no additional cost and have municipal experience.

DPW Director Hoffman – Was contacted by the Scouts to help complete their merit badge for the environment and they completed a painting project. Attending the Wisconsin Wastewater Operators Association conference in LaCrosse this week with Kurt Damrow as he was selected as operator of the year for the region.

Clerk Greenwood – Will be attending the Election training for Price County Municipal Clerks and Poll Workers on Monday, October 27th and attended the Workhorse training in Wausau with Deputy Clerk/Treasurer Andrea Mortier last week. The first solo utility billing went very well with little hiccups.

Police Chief Nevelier – Actually have two applicants in the last week for the part time position and will be conducting interview on Wednesday for position . One applicant has prior law enforcement experience from Missouri and just recently moved here .

Fire Chief Reas – The Open House at the Fire Department last Saturday from 10-2 had a good showing and turnout. State Farm Insurance sponsors the food.

Library – Jody Eckert has been selected as the new Library Director and will be starting on November 3rd.

The meeting was adjourned at 7:00.

Prepared by: Shannon Greenwood, City Clerk