

**CITY OF GLENWOOD CITY**  
**COMMON COUNCIL MEETING MINUTES**  
**September 15, 2025 | 7:00 PM | Municipal Building**

Mayor Kletscher called the meeting to order at 7:00 p.m.

**1. Roll Call**

**Councilmembers present:** Mayor Kletscher, DeGross, Kraft, Lee, Olson, Ross, and Stoner.

**Councilmembers absent:** None.

**Also present:** City Clerk-Treasurer Miller, Police Chief Klatt, Sergeant Hoyt, Library Director Karlson, Fire Chief Holden, Ambulance Directors Lee and Schone, Public Works Director Caress, Josh Miller (Cedar Corp.), Carlton DeWitt, and concerned citizens Todd Danielson, Missy and Jeff Flettire, Steve Wilcox, Jacob Maes, Amy Groves, MacKenzie Haas, Austin Boettcher, Dean and Jennifer Teigen, Peter Meijer, Jordan Bennett, and David Olson.

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**2. Pledge of Allegiance**

The Pledge of Allegiance was recited by those in attendance.

**3. Approval of Agenda**

Motion by DeGross, seconded by Olson, to approve the agenda. Motion carried by voice vote.

**4. Approval of Minutes**

Motion by Olson, seconded by Lee, to approve the minutes of the August 18<sup>th</sup> regular meeting of the Common Council. Motion carried by voice vote.

**5. Approval of Bills to be Paid**

Before making a motion to approve the bills, the Director of Public Works was asked to comment on the **\$3,085** and **\$71** charges paid to the St. Croix County Treasury. Public Works Director Caress explained that the hill on **Windmill Way** is a gravel road, and the County typically grades it twice each year. This year, the County had already graded it a couple of times, but the hill had become severely washed out, leaving only a narrow flat area near the center for approximately two-thirds of the roadway. Because of the extensive washout, additional gravel needed to be hauled in so the County could properly re-slope, compact, and grade the road. After this work, the roadway is holding much better. Director Caress clarified that this portion of the roadway—up to just below the fence line—is the City’s responsibility.

Motion by Kraft, seconded by DeGross, to approve all presented disbursements. Motion carried by roll call vote, with all present voting in favor.

**6. Public Comment on Issues**

**Todd Danielson** addressed the Council and the Chief of Police regarding his concerns about retaining Officer Hoyt in the community. He stated that Officer Hoyt has been more than a police officer—he has been a friend, mentor, and a steady presence in the lives of many residents. Danielson shared that Officer Hoyt consistently goes above and beyond the call of duty by checking on residents, mentoring local youth, and assisting families in need. He emphasized that Officer Hoyt treats people with compassion and dignity, which has built trust and strengthened the community.

Danielson noted that, in a time when unity and understanding are especially important, Officer Hoyt represents “the very best of law enforcement,” and that losing him would mean not only losing an officer, but also a role model and friend. He urged the Council to recognize the tremendous value Officer Hoyt brings to the community and to do what is necessary to ensure he remains here. Danielson concluded by expressing gratitude for Officer Hoyt’s service and for the Council’s consideration of this heartfelt request.

**Missy and Jeff Flett** addressed the Council regarding parking concerns on Main Street. They stated that during the winter months, when painted parking lines are covered by snow, five to six additional vehicles typically park along the street, demonstrating that the current marked stalls are wider than necessary. They noted that even during summer, the existing marked spaces are significantly wider than needed, allowing a motorcycle to be parked between vehicles.

The Flettres explained that the current parking stalls are approximately **11 feet wide**, while the state’s recommended width is **9 feet**. Although they felt 9 feet may be slightly tight for full-sized trucks, they emphasized that reducing each stall by even **2 feet** would allow additional parking spots—potentially **three more spaces per side**, or up to **ten additional spaces** in total—without compromising functionality. They shared examples of fitting large work trucks into narrower parking garage stalls without difficulty.

Missy added that parking shortages become especially problematic during events held at nearby businesses. Customers visiting her retail shop, or others on Main Street, often cannot find nearby parking, making it difficult to load furniture or other large items. She stated that retail businesses would benefit from at least one designated loading space to accommodate pickups, deliveries, and donations. While her building has an alley door, it is narrow and opens directly into the alleyway, making it impractical to load items without blocking the alley—something she has been told is not permitted.

The Flettres also noted parking challenges near the chiropractor’s office at the west end of Main Street, emphasizing that many of those visiting the business are unable to walk long distances. Councilmembers acknowledged the concern and referenced last month’s designation of a handicap parking space, noting that while it may not fully resolve the issue, it provides some level of improvement.

**Steve Wilcox** addressed the Council, noting that he had only learned of the proposed zoning change a few hours earlier and expressing concern that neighboring property owners had not received advance notification of the Planning Commission meeting. He stated that Windmill Way is close to the proposed parcel and explained that, having lived for more than 20 years in a horse-friendly community in Colorado, he was familiar with the challenges associated with keeping horses in a neighborhood setting—such as traffic, flies, and animal density. He emphasized that such uses had been more appropriate in Colorado where homes were situated on 15–50 acre lots with substantial distance between residences, unlike the denser layout of the local neighborhood. While expressing appreciation to the applicants for personally informing him earlier in the day, he stated that he did not believe horses were appropriate for the current neighborhood.

City staff clarified that the Planning Commission meeting scheduled for that evening could not be held because the public notice had not met the required publication time. As a result, the matter was tabled to October. Residents present would still be able to speak at the future Planning Commission meeting.

**McKenzie Haas** addressed the Council, stating that she and her partner Austin had an accepted offer on Lot 11 Surrey Ridge Trail contingent upon being permitted to keep a small number of

horses for private, non-commercial use. Haas explained her long-term involvement in the community and equine care and noted that the lot is approximately **18 acres**, which would meet the requirement of two farm animals per five acres under local interpretations. She stated that she currently owns four horses—two show horses and two young horses—and emphasized responsible care practices, including willingness to contract for manure removal if needed. Haas expressed concern about timing, explaining that due to a bump clause in their purchase agreement and the need for perk testing and other evaluations, the delay until the October 20<sup>th</sup> meeting created uncertainty. She asked whether supporters who could not attend in October would be allowed to speak at the current meeting. Council members confirmed that those signed in would be permitted to comment.

Council members explained that a special Planning Commission meeting could be called sooner if desired by the applicants, but the associated costs—approximately \$50 per commission member plus Council fees—would be the responsibility of the applicant, as special meetings incur additional expenses.

**Austin Boettcher (partner of McKenzie Haas)** spoke next, reiterating Haas's comments. He stated that the two have been together for 10 years, have long been connected to the Glenwood community through 4-H and local events, and hope to raise a family in the area—horses included, as they consider them part of their family.

**Peter Meijer**, an adjacent landowner, expressed support for allowing horses on the property. He commented that the initial development of the area had promoted large lots and agricultural-friendly uses such as horses and cattle. Citing county guidance recommending one horse or cow per acre (and two goats per acre), he saw no issue with horses on an 18-acre parcel. Meijer also felt a special meeting should not be at the applicants' expense, noting that the Planning Commission meeting was canceled due to the City's publication error, not applicant fault. He stated that concerns about odor, insects, or traffic were overstated, especially compared to natural conditions present in rural areas.

**Jordan Bennett**, who lives directly across from the proposed lot, also spoke in support of the applicants. He stated that the neighborhood consists of large parcels in a rural-style development, and he had no concerns regarding horses, traffic, or property impacts. Bennett expressed that welcoming a young couple willing to invest in the community would be positive for the neighborhood.

## **7. Summer Rec Committee Report**

The Summer Recreation Committee, represented by Katie Stahl, provided an overview of the 2025 program season. This year saw the addition of four new committee members and the departure of several long-serving volunteers, including Mindy Standaert, who had previously handled many responsibilities now being divided into multiple roles.

Financially, the program began the year with approximately \$9,100 and ended with around \$3,600. While this decrease is consistent with past seasonal spending patterns, the committee did not conduct any major fundraising events this year. Significant expenses included the purchase of needed new equipment for both softball and baseball.

Several operational issues were discussed, including field maintenance, base placement, and coordination challenges with Public Works. The committee expressed a desire to establish a clearer and more consistent relationship with the City Council, noting that committee members rarely attend council meetings and that communication could be strengthened. Upcoming priorities include reviewing and updating the bylaws and improving coordination on field maintenance tasks.

## **8. Department Head Reports**

**Library:** No report.

**Public Works:** Public Works Director Caress reported that Rustic Lore activities went smoothly, with minimal complaints regarding street closures. Routine sewer main cleaning was recently completed by the sewer contractor, who identified several sewer line defects that require attention. Two of the issues could be repaired through pipe lining at an estimated cost of \$3,000 each. A third location—behind the City shop—may be more economical to excavate and replace due to its location in a grassy area rather than under pavement. Additional cost estimates for that repair are still pending.

Several of the damaged sewer sections have shown progressive deterioration over the past several inspection cycles. The contractor, who inspects each segment on a five-year rotation, advised that the level of cracking and structural compromise is significantly worse than in previous years, raising concerns about potential collapse. For the area requiring excavation, repairs should be completed before winter weather makes ground conditions unsuitable. Dave noted that sewer lining used in past repairs has held up well for 10–30 years, and all installed liners during his 10-year tenure remain in good condition.

**Police:** A written report was submitted by Chief Klatt.

**Fire Department:** No report.

**Ambulance Service:** Ambulance Director Lee reported that the Rustic Lore Parade went very well, with excellent weather and strong support from the committee, businesses, and volunteers. The ambulance service also participated in Patron Day at Nilssen's on September 11, offering free blood pressure checks and interacting with community members. Looking ahead, the department will again participate in the annual Trunk or Treat event in October, hosted by the GC Community Club at Holy Cross. Julie encouraged Council members, community members, and local businesses to consider setting up a decorated trunk to support the event, noting that additional participants are always welcomed and appreciated by the children.

**Clerk-Treasurer:** Clerk-Treasurer Miller reminded the Council that she will be attending the Wisconsin League of Municipalities Conference from September 17–19, supported by a League scholarship and Council approval. She is currently preparing the 2026 Recycling Grant application, which must be submitted by October 1 to receive full funding. The City received its first assessor proposal as it prepares for the retirement of the current assessor and the need to select a replacement.

**Mayor:** Mayor Kletscher provided an update on Rustic Lore Days, noting that Saturday's weather was not ideal for the car show, though participation remained strong. The parade was successful, with special appreciation expressed for the Sheriff's Department sending a color guard. The Mayor thanked Council members for their involvement in the parade, stating that community members consistently share positive feedback about seeing local leadership participate. He also thanked Public Works staff Dave and Corey, as well as the Police Chief, for the substantial behind-the-scenes work required to set up, take down, and manage event logistics.

**9. Old Business – Update on Hinman Park:** Nothing to report.

## **10. Consideration of Resolution 2025-03: Requesting Application for Exemption from County Library Tax**

The Council considered Resolution 2025-03, which requests exemption from the County Library Tax. A motion to adopt the resolution was made by Lee and seconded by Olson. The motion passed unanimously by voice vote.

## **11–14. Tabling of Agenda Items**

Mayor Kletscher announced that **Agenda Items 11, 12, 13, and 14** would be **tabled until the next regular City Council meeting**. These items include:

- **11.** Open Public Hearing – Conditional Use Permit (CUP) application from **Austin Boettcher and Mackenzie Haas** requesting approval to allow **two farm animals per every five acres** on property located at **Surrey Ridge Trail, Lot 11 (Parcel 231-1047-70-050)**.
- **12.** Close Public Hearing.
- **13.** Consideration of the CUP application from **Boettcher and Haas** for the above-described request.
- **14.** Discussion on a **proposed amendment to the Glenwood City Zoning Code** regarding the number of accessory buildings permitted on larger lots under **Chapters 450-69(B)(1) and 450-69(C)**, with related definitions in **Chapters 450-103 and 450-8(B)**.

All four items were **postponed** and will be brought back for consideration at the next meeting.

## **15. Rustic Lore Committee Report**

Jacob Maes provided an overview of this year's Rustic Lore events, noting significant growth and strong community participation across multiple activities. Family Fun Night saw increased involvement, supported by local businesses such as Boondocks, which sponsored duck races, prizes, and a kids' street dance. The coloring contest expanded this year to include adult and senior categories.

Saturday's car and tractor show reached record participation, with 150 registered cars (an all-time high) and 48 tractors. The expanded street closure helped accommodate the increased numbers, and attendees appreciated the walkability between events such as the farmers' market. Adjustments to traffic flow and signage will continue to be refined for next year.

Despite heavy rain, Bingo sales and participation increased compared to last year. The Rustic Run grew to 89 runners—a 15% increase—helped by a safer and more engaging updated race route. Saturday night's royalty portion had three candidates, resulting in all three joining the court, though coronation attendance was lower than usual.

Street dances received positive feedback, though beverage sales were down slightly, likely due to weather. Sunday's parade benefited from ideal weather, though float numbers were modest due to competing community events. Some sound system challenges were noted and will be addressed. The Pedal Tractor Pull had strong participation, with announcer Ken acknowledged for his help. Raffle ticket sales were excellent, with nearly all 1,200 books sold thanks to Terri's efforts.

Overall, Rustic Lore continues to grow with enthusiastic community engagement and support.

## **16. Consideration of Operator's License applications – Aryssa T. Scherer**

The Council reviewed the Operator's License application for Aryssa T. Scherer. A motion to approve the license was made by Lee and seconded by Stoner. The motion passed unanimously by voice vote, with Councilmember Olson abstaining.

## **17. Discussion – Main Street Parking Spot Changes and/or Designating One Defined Parking Spot Per Business During Business Hours**

The Council discussed concerns about parking availability on Main Street and whether businesses should have one designated parking space during business hours. Earlier public comments from the Flettres highlighted challenges their business faces when customers need to load or unload items and no parking is available nearby. The Police Chief advised that enforcing designated business-specific parking would be difficult. The Flettres described instances where vehicles must stop in the street with flashers on, or double-park, due to limited space. Suggestions were raised

about potentially narrowing the parking stall lines to increase the number of spaces; however, Public Works Director Caress cautioned that reducing the width to nine feet would be too narrow, especially for trucks, and not practical.

#### **18. Discussion and Consideration of a Weekend Officer**

The Council held an initial discussion about adding a **weekend police officer** to increase law enforcement coverage. Mayor Kletscher and Councilperson Kraft recently met with Chief Klatt to review the police budget and explore options. Weekend coverage concerns have been raised repeatedly by the public, and the Chief agreed that hiring a weekend officer is ultimately a Council decision.

The Mayor noted there may be **budget underruns** in other departments—specifically **ambulance or fire**, not police—that could potentially fund the position for **one year as a trial**, with an estimated annual cost of **\$10,000–\$12,000**. The goal would be to address community concerns about slow response times during weekends.

Some Councilmembers cautioned that funds should not be taken from areas such as parks, where there are existing repair needs. It was agreed that this topic would require further financial review, and that a **budget meeting** must be scheduled.

#### **19. Consideration/Discussion of 2026 Budget: EMS Leadership Pay Increase Proposal**

Ambulance Director Lee presented a request for a pay increase for EMS leadership positions—Director, Assistant Director, and Training Officer—whose wages have remained unchanged for at least six years. Director Lee noted that last year both the Director and Assistant Director actually took a pay cut. The proposed adjustment would restore the prior reduction and provide an overall increase of approximately **\$2,500 annually**.

Director Lee provided a wage comparison with a neighboring EMS service of similar size and call volume to show that the proposed amount is in line with comparable agencies. To help offset the cost, the department is exploring a new scheduling software option that would be significantly cheaper than the current system.

Councilmember Kraft made a motion to approve the wage increase; however, the motion failed.

#### **20-21. Combined Agenda Items for Action**

Mayor Kletscher announced that **Agenda Items 20 and 21** would be **combined for action**. These items include:

- **20.** Consideration/Discussion for Fire to purchase 3-Sets of Turn Out Gear
- **21.** Consideration/Discussion for Fire to purchase a compartment replacement Heater for the 2006 Engine

Mayor Kletscher announced that Agenda Items 20 and 21—both related to Fire Department equipment purchases—would be combined for action. Chief Holden requested approval to purchase **three sets of turnout gear** at a total cost of **\$9,126**, noting that the department typically replaces three sets each year and that ordering now would lock in the current price of **\$3,042 per set** before a 5% price increase on January 1. Turnout gear requires a four- to five-month lead time, and the purchase is already included in the budget.

Chief Holden also requested approval to replace a **compartment heater** on the 2006 Engine, as the heater in the pump panel is no longer functioning. The replacement cost is **\$1,271.08**, and the work is needed before cold weather arrives.

A motion by DeGross, seconded by Kraft, to approve both purchases passed unanimously by voice vote.

**22. Consideration/Discussion of Contribution to Glenwood City School District (GCSD) – Community Sign Project**

The Council did not take action on the proposed contribution to the Glenwood City School District's Community Sign Project. Mayor Kletscher announced that the item would be tabled until the October 20<sup>th</sup> meeting.

**23. Enter into closed session per Wis. Stats. 19.85(1)(c) Compensation and Evaluation: Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body; discussion regarding current Police Officer position.**

The Council entered closed session at 8:09 p.m. under Wisconsin Statutes §19.85(1)(c) to discuss matters related to the compensation, evaluation, and employment considerations for the current Police Officer position. The motion to enter closed session was made by DeGross and seconded by Kraft. The roll call vote showed five councilmembers voting yes and one voting no, and the motion passed.

**24. Reconvene into Open Session**

The Council reconvened into open session at 8:33 p.m. A motion to return to open session was made by DeGross and seconded by Olson. The motion passed unanimously by voice vote.

**25. Consideration of Action on Closed Session**

Following closed session, the Council took action regarding the Police Officer position. A motion was made by Ross and seconded by Kraft to increase the Police Officer's wage to **\$34.50 per hour** and to issue a **\$1,500 travel stipend**. The motion passed unanimously.

**26. Next Meeting Date**

The next meeting of the Common Council is scheduled for 7:00 p.m. on Monday, October 20, 2025, at the City of Glenwood City Municipal Building, 217 W. Oak Street, Glenwood City, WI 54013.

**27. Adjournment**

Motion by DeGross, seconded by Olson, to adjourn the meeting. Motion carried by voice vote. Meeting adjourned at 8:46 p.m.

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**Respectfully submitted,**

Jennifer Miller  
City Clerk-Treasurer