

VILLAGE OF ELLSWORTH BOARD MEETING

February 2, 2026, 6:00pm

130 N. Chestnut St. Lower-Level Boardroom (East Rear Entrance)

Members Present: President Beissel, Trustees Borner, Bench, Neeley, Traynor, and Hines.
Staff Present: Administrator/Clerk-Treasurer Roy, Chief Ladwig, DPW Vick, Library Director Meyer (virtual), Attorney Loberg, Engineer Lindh
Others Present: Adam Koopman, Brad Sonnentag, Marie Amundson (MSA, virtual), and multiple citizens in-person and virtually.

MINUTES

1. Meeting called to order at 6pm.
2. Pledge of Allegiance to the Flag was recited.
3. Public comment on non-agenda items.

Adam Koopman spoke about the N. Broadway St. reconstruction design and concerns about the 14-foot sidewalks.

Brad Sonnentag spoke about the N. Broadway Street reconstruction design and concerns about the 14-foot sidewalks and the parallel parking.

Consent Agenda:

4. Review/Approve payments and deposits
5. Review/Approval of Village Board meeting minutes 1/5
6. Review/Approve Street and Sidewalk Committee meeting minutes 1/12
7. Review/Approve Community Development Authority meeting minutes 1/15
8. Review/Approve Plan Commission meeting minutes 1/19
9. Review/Approve Parks, Recreation, Development Committee meeting minutes 1/26

(moved to New Business)

10. Discuss/Possible Action on Helmer CSM in the Village ETZ
11. Discuss/Possible Action on Liquor License Transfer at 467 W. Main St. (Fiesta Rosita) to CNW Group Inc, DBA Barazul Grill

Trustee Hines requested to discuss the 1/26 Parks, Recreation, Development Committee meeting minutes

MSC Borner/Traynor to approve the consent agenda. No further discussion. **Motion carried, without a negative vote.**

New Business:

12. Discuss/Possible Action on Resolution 2026-01 Preliminary Resolution Providing for curb, gutter, sidewalk, water/sewer laterals, and driveway apron Special Assessments for Wall St., Broadway St., and Morse St. reconstruction
The resolution authorizing the Engineer's Report of the special assessment was presented. **MSC Bench/Traynor** to approve Resolution 2026-01. No further discussion. **Motion carried, without a negative vote.**
13. Discuss/Possible Action on Wall & Morse Street reconstruction intersection design
The three design options were presented along with a discussion of the Street and Sidewalk Committee meeting. **MSC Traynor/Hines** to approve option #2 of the Wall and Morse St. intersection area design. No further discussion. **Motion carried, without a negative vote.**
14. Discuss/Possible Action on the selection of the East End street reconstruction amenities
The proposed amenities were presented along with the vegetation. Trustee Hines questioned the types of trees and whether they have berries that will cause problems. **MSC Borner/Traynor** to approve the proposed amenities and vegetation. No further discussion. **Five in favor, one opposed (Hines). Motion carried.**
15. Discuss/Possible Action on East End Industrial Park Floodplain Study and Wetland Delineation results
The results of both studies were presented. The wetland delineation determined that wetlands are largely confined to the banks of Isabelle Creek. The floodplain analysis

identified the floodway adjacent to Isabelle Creek and reduced the extent of the floodfringe within the area. Collectively, the findings of these studies increase the amount of developable land within the Industrial Park. Final approval of the wetland delineation is required from the Wisconsin Department of Natural Resources (DNR), and approval of the floodplain study is required from FEMA for the maps to be officially updated. **MSC Borner/Hines** to accept the East End Industrial Park floodplain study and wetland delineation. No further discussion. **Motion carried, without a negative vote.**

16. Discuss/Possible Action on Hwy. 65 DOT 2031 reconstruction: on-street parking, sidewalk/shared use path, street lighting, decorative items, and crosswalks
The 2031 DOT resurfacing project on State Highway 65 was discussed, specifically regarding parking lanes, crosswalks, pedestrian crossings, decorative items, street lighting, and sidewalks/multiuse paths. **MSC Traynor/Bench** to approve no change to the parking area and to not repave the parking lanes; multiuse path to extended beyond Industrial Drive, preferably to Crosstown Rd.; no changes to the street lighting, no decorative items; an additional crosswalk at Cairns St.; and traffic lights or other traffic control device, pedestrian refuge island, or overhead crosswalk lighting be installed at the Overlook Drive intersection No further discussion. **Motion carried, without a negative vote.**
17. Discuss/Possible Action on MSA contract to assist in the sale of the Old Library at 312 W. Main St.
MSA has presented a contract to assist the Village with the development of an RFP to sell/develop the Old Library for a cost of \$4,000.00. The need for assistance and services provided were discussed. **MSC Traynor/Borner** to approve the Old Library contract with MSA for \$4,000.00. No further discussion. **Motion carried, without a negative vote.**
18. Discuss/Possible Action on Bluestem Forestry Contract for the Urban Forestry Grant-Tree Inventory and Operation Planning
The Village was awarded a DNR Urban Forestry Grant to begin an urban forestry program. The program will include a tree inventory, operations plan, and ash tree removals and replanting. Bluestem Forestry, which was recommended by MSA, to conduct the tree inventory and operation planning. The contract with Bluestem Forestry is for \$14,080.00. **MSC Hines/Traynor** to approve the contract with Bluestem Forestry. No further discussion. **Motion carried, without a negative vote.**
19. Discuss/Possible Action on MSA Contract for GIS Services
Part of the Urban Forestry program is for the tree inventory data to be imported to GIS. MSA has submitted a contract for \$3,500.00 to establish an ArcGIS Online account and import the tree inventory data. Additional GIS services can be added in the future. **MSC Hines/Traynor** to approve the GIS contract with MSA for \$3,500.00. No further discussion. **Motion carried, without a negative vote.**
20. Discuss/Possible Action on Façade Improvement Program
The Village Board has budgeted \$10,000 for a Façade Improvement Program in 2026. The program needs to be approved to guide how the funding will be distributed. The goal of the Façade Improvement Program is to encourage exterior building improvements that emphasize the historic significance and unique character of downtown structures through restoration and rehabilitation, while also ensuring that all enhancements align with the newly developed Downtown Design Guidelines. **MSC Borner/Traynor** to approve the Façade Improvement Program. No further discussion. **Motion carried, without a negative vote.**
21. Discuss/Possible Action on Plan Commission appointment
President Beissel has designated James Mennenga as a member the Plan Commission (replacing Mike Bull). **MSC Bench/Neeley** to appoint James Mennenga to the Plan Commission. No further discussion. **Motion carried, without a negative vote.**
22. Review/Approve Parks, Recreation, Development Committee meeting minutes 1/26
Trustee Hines asked for additional details regarding the meeting on January 26, specifically who was in attendance and comments made. Committee members

provided their accounts of the meeting. **MSC Borner/Traynor** to approve the Parks, Recreation, Development Committee meeting minutes from January 26, 2026. No further discussion. **Five in favor, one opposed (Hines). Motion carried.**

Reports:

23. President's Report. The President's report was presented.

24. Department Head Reports: Reports were presented/provided by Chief of Police, Director of Public Works, Library Director, Village Engineer, and Administrator/Clerk-Treasurer

Closed Session:

25. The Board adjourned to closed session pursuant to Wisconsin Statutes, Section 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. **MSC Borner/Traynor** to adjourn to closed session. Roll Call Vote. **Motion carried, without a negative vote.**

a. CBS Squared contract amendment for Grant and Piety St. project
No action taken in Closed Session.

MSC Bench/Hines to reconvene to open session. Roll Call Vote. **Motion carried, without a negative vote.**

MSC Hines/Borner to adjourn. **Motion carried, without a negative vote.**

Respectfully submitted by Brad Roy, Administrator/Clerk-Treasurer