



COMMON COUNCIL MEETING MINUTES

November 11, 2025 at 6:30 PM
303 Mansion Street Mauston, WI

1. **Call to Order/Roll Call:** The Common Council meeting was called to order on November 11, 2025, at 6:30 p.m. by Mayor Teske. Members present were Jim Allaby, Leanna Hagen, Kayla Thomas, Barb Hoilien, Mary Bender, Vivian Gabower, and Casey Radcliff. Also present were Mayor Darryl Teske, City Administrator Daron Haugh, Public Works Director Rob Nelson, Police Chief Mike Zilisch, and Deputy Clerk Carole Wolff.
2. **Pledge of Allegiance:** Mayor Teske led the Pledge of Allegiance.
3. **Public Hearing for the 2026 General Fund Operating Budget:** Mayor Teske opened the public hearing at 6:32 p.m. There were no questions or comments. Motion by Hagen, seconded by Thomas, to close the public hearing. Motion carried by voice vote. Public Hearing closed at 6:32 p.m.
4. **2026 General Fund Operating Budget:** Motion by Hoilien, seconded by Gabower, to approve the 2026 General Fund Operating Budget. Motion carried by voice vote.
5. **Minutes:** Motion by Thomas, seconded by Hagen, to approve the October 28, 2025 minutes. Motion carried by voice vote.
6. **Citizens Address to the Council:** None. Two Mauston High School students attended the meeting as part of a civics class observation.
7. **Reports from Committees, Boards, and Commissions:** Alderperson Hagen reported that sixteen floats are registered for the Holiday Light Parade.
8. **Personnel and Negotiating Committee Report**
 - a. **Fire Fighter Wage:** Motion by Hagen, seconded by Hoilien, to approve the increase the firefighter wage from \$14 to \$16 Per Hour in 2026. Motion carried by voice vote.
9. **Ordinance, Licenses and Permits Committee Report**
 - a. **Conservation Line:** Motion by Allaby, seconded by Thomas, to approve the location of the conservation line as presented. Motion carried by voice vote.
 - b. **Ordinance 2025-2080:** The first reading of Ordinance 2025-2080 amending Chapter 26 Offenses Involving Public Safety, Article III, Sec. 26-62: Hunting and Trapping was completed.
10. **Public Works Committee Report**

- a. Director of Public Works: Director Rob Nelson reported a failure in a section of the wastewater treatment plant force main pipe that occurred on November 10, 2025. The issue was repaired promptly. Leaf vacuuming is ongoing, and will continue until snowfall. The mechanics completed installation of the salt brine system to allow for pre-salting streets. Parks crews are trimming trees and installing holiday lights. Docks are scheduled for removal next week. Utility crews are conducting special wastewater sampling. Phase 1 of the Wastewater treatment Plant project is nearing completion, and Phase 2 is currently under contract.
- b. Pay App #1 to BKC Construction LLC: Motion by Thomas, seconded by Allaby, to approve Pay App #1 in the Amount of \$477,208.28. Motion carried by unanimous roll call vote.

11. Finance and Purchasing Committee Report

- a. Vouchers: Motion by Gabower, seconded by Hoilien, to approve vouchers in the amount of \$163,366.12. Motion carried by unanimous roll call vote.
- b. Finance & Procurement Policy: Motion by Gabower, seconded by Radcliff, to increase the capital threshold from \$5,000 to \$10,000 per the 2024 audit recommendation. Motion carried by voice vote.

12. Fire Chief's Report: Assistant Fire Chief Nelson reported that October calls for service were within the normal range. Fire alarm testing was completed at Tractor Supply and Head start, both preparing to open soon.

13. City Council Report: It was noted that the new holiday lights on State Street look very nice.

14. Mayor's Report: Mayor Teske thanked all veterans for their service. He recognized the Police Department, Fire Department, and Ambulance Service for participating in the community's Halloween event, which was well attended and appreciated by families Mayor Teske also noted that Governor Evers visited the Mauston Food Pantry, recognizing its significant role in the community. He further commended WRJC for raising more than \$18k for the Food Pantry through their recent fundraising event.

15. City Administrator's Report

- a. Spruce Up Mauston Event: Administrator Haugh reported that 65 wooden cut-out trees were sold, with proceeds supporting the Greater Mauston Tourism Association (GMTA). A lighting ceremony at Riverside Park will be held on November 29, 2025, starting at 4:30 p.m., featuring Mr. and Mrs. Clause, live music, drinks, food trucks, a fire pit for roasting s'mores, and a "best decorated tree" contest.
- b. Exemptions of Lock Box System: Haugh provided an overview of the Knox Box system and its purpose in supporting emergency operations. Each building's box contains entry keys or

access fobs specific to the property, allowing responders to enter when the business is closed or the owner is not immediately available. Haugh noted there are two valid exemptions under the City's ordinance and a business can file for an exemption. Misunderstandings about the program were discussed, particularly regarding how keys are managed and accessed. Both the Police and Fire Departments, along with the Police and Fire Commission, expressed their continued support for maintaining the Knox Box system as an important public safety tool.

16. Closed Session: Motion by Hoilien, seconded by Gabower, to enter into closed session pursuant to Wisconsin State Statute 19.85(1)(c). Motion carried by unanimous roll call vote at 7:13 p.m.

a. Administrator's Annual Review

17. Reconvene in Open Session: Motion by Hagen, seconded by Allaby, to reconvene in open session. Motion carried at 7:47 p.m.

18. Result of Closed Session Matters: Motion by Hoilien, seconded by Allaby, to approve a three-step increase in the Administrator's pay for 2026. Motion carried by unanimous roll call vote.

19. Adjourn: Motion by Hoilien, seconded by Radcliff, to adjourn. Motion carried by voice vote. Meeting adjourned at 7:50 p.m.

Chair

Date