

Minutes

Village of Arpin – Wednesday, September 10, 2025

These notes are not minutes of this meeting until accepted and approved at their next regularly scheduled meeting.

Meeting Called to Order: 7:20 p.m.

Members Attending: President: Jack Esser Trustees: Dan Mrotek, Tim Esser, Kevin Albrecht

Staff: Jill Richardson, Louis Kuhlka

Residents: Rollin & Sharon Dupee

Non-Residents:

1. **Certify Posting:** The agenda for the meeting posted:
Village of Arpin Municipal Building 9/3/2025 – 5:15 p.m.
Village of Arpin Post Office 9/3/2025 – 5:23 p.m.
www.villageofarpin.com 9/3/2025 – 4:48 p.m.
2. **Minutes:** (Jack Esser/Kevin Albrecht) to approve the Village of Arpin Regular Board Meeting Minutes from August 13, 2025. Carried 4-0.

Minutes: (Dan Mrotek/Kevin Albrecht) to approve the Board of Review Meeting Minutes from August 21, 2025. Carried 4-0.
3. **Financials:** MOTION (Jack Esser/Tim Esser) to approve Village of Arpin Financial Statement from August 2025. Carried 4-0.
4. **Clerk/Treasurer Report:** The Village received the “.gov Email Domain Subgrant” from the WI Elections Commission. Ordinance #29, an ordinance adopting the land development code will be sent to Wood County for review.

MOTION (Jack Esser/Kevin Albrecht) to approve updates to Ordinance #46, an Ordinance Creating a Recycling Code. Carried 4-0.

MOTION (Jack Esser/Dan Mrotek) to set the Budget Meetings for October 15, 2025 at 7:00 p.m. Carried 4-0.

MOTION (Jack Esser/Tim Esser) to set the Budget Hearing Meetings for November 12, 2025 at 7:00 p.m., prior to the start of the Sewer Utility Meeting. Carried 4-0.
5. **Fire Department Update:** There were 5 calls this month. Servicing of trucks was completed. The department had an ISO Audit. The department is currently rated an ISO 6, which is the highest a department can be without municipal water. Their sportsman’s banquet is planned for October.
6. **Public Works:** Ditching will need to be completed on Hillcrest Lane and Limit Lane; requests for quotes have been made. Discussed replacing top portion of 186 sign; quote request will be made.
7. **Post Office:** Repairs to back entry have been completed. Repairs to ceiling are still needed. Contractors for parking lot blacktop were contacted; no estimates have been received. Light above south parking area may need replacement.

8. **KKP Maintenance:** The concession stand at the park was vandalized; the Village is working to get prices for repairs and will look into options for door reinforcement. Discussed replacing the light on the south side of the food shack with an LED. Bathroom ceilings need cleaning. The Village will discuss how to stabilize the ball diamond fence with the Lions. Security cameras were discussed.

MOTION (Jack Esser/Tim Esser) to purchase two cameras for Kandy Kane Park with plans that will notify board members when motion is detected. Carried 4-0.

9. **Ordinance Violations:** None.

10. **Permits/Licenses:**

MOTION: (Jack Esser/Dan Mrotek) to approve the Operator/Bartender permit for Tara Kroening. Carried 4-0.

MOTION: (Jack Esser/Kevin Albrecht) to approve the Operator/Bartender permit for Julie Schooley. Carried 4-0.

MOTION: (Jack Esser/Tim Esser) to approve the Operator/Bartender permit for Kathy Borchert. Carried 4-0.

11. **Future Agenda Items:** Ordinance #29, Ditching on Hillcrest & Limit Lane.

12. **Adjourn:** MOTION (Jack Esser/Dan Mrotek) to adjourn 8:05 p.m. Carried 4-0.

Jill Richardson, Clerk/Treasurer