

**Agenda | Monday, August 4th, 2025 | 10:00 AM | Village Hall  
Stand Up Meeting (SUM) of the Board of Trustees**



For information on Open Meeting Law and Closed Sessions, please [click here](#) to view the Wisconsin Open Meeting Law Compliance Guide or visit the Wisconsin Department of Justice page:

<https://www.doj.state.wi.us/sites/default/files/office-open-government/Resources/OML-GUIDE.pdf>

Voting on all motions will be conducted by roll call.

1. Call to order: President Mellem called the meeting to order at 10:10 AM. The meeting started late due to technical difficulties logging in to Zoom.
2. Suspend Robert's Rules: Trustee Schroeder motioned to suspend Robert's Rules to allow Eric Hagen to attend the meeting via Zoom. President Mellem seconded the motion.

Roll Call Vote: Trustee Schroeder YES; President Mellem YES; Trustee Cermak YES.

Motion carried.

Due to exigent circumstances, Trustee Cermak will also attend and fully participate via Zoom.

3. Roll Call: President Roger Mellem, Trustee Paul Schroeder, Trustee Rick Cermak, Treasurer Robert O'Brien, Clerk Dori Panthofer. Excused: Constable Rocco Castellano  
Public: Jeffrey Leavell, Resident, and Eric Hagen, Attorney-BoardmanClark
4. Appointment of Jeff Leavell as Special Advisor to the Village Board of Trustees.

President Mellem motioned to appoint Jeffrey Leavell as Special Advisor to the Board of Trustees. Trustee Schroeder seconded the motion.

Roll Call Vote: Trustee Schroeder YES; President Mellem YES; Trustee Cermak YES.

Motion carried.

5. The Village Board anticipates going into closed session pursuant to §19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy related to citation # LC81H0LHN3 for an ordinance violation at 3505 Chatham St.

Motion to enter closed session pursuant to §19.85(1)(g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy related to citation # LC81H0LHN3 for an ordinance violation at 3505 Chatham St. made by President Mellem and seconded by Trustee Schroeder.

Roll Call Vote: Trustee Schroeder YES; President Mellem YES; Trustee Cermak YES.

Motion carried, the meeting entered Closed Session.

6. Following the closed session the Village Board will reconvene in open session and may take such action as it deems appropriate on the matter discussed in closed session.

Motion to return to Open Session made by President Mellem and seconded by Trustee Schroeder.

Roll Call Vote: Trustee Schroeder YES; President Mellem YES; Trustee Cermak YES.

Motion carried, the meeting returned to Open Session at 10:45 AM.

Open Session:

Motion to appoint Eric Hagen, Attorney from BoardmanClark, to represent North Bay in the North Bay Marriage LLC prosecution matter made by Trustee Schroeder and seconded by President Mellem.

Roll Call Vote: Trustee Schroeder YES; President Mellem YES; Trustee Cermak YES.

Motion carried.

Motion to approve the terms in the engagement of legal services letter dated August 1st, 2020, from Eric Hagen, BoardmanClark, made by Trustee Schroeder and seconded by President Mellem.

Roll Call Vote: Trustee Schroeder YES; President Mellem YES; Trustee Cermak YES.

Motion carried.

7. Adjourn: Motion to adjourn made by Trustee Schroeder and seconded by President Mellem.

Roll Call Vote: Trustee Schroeder YES; President Mellem YES; Trustee Cermak YES.

The meeting adjourned at 10:49 AM.