



Minutes | April 13th, 2026 | 7 PM | Village Hall

VNB Board of Trustees (BOT) Meeting

1. Call to Order: President Mellem called the meeting to order at 7:00 PM.
2. Roll Call: President Roger Mellem, Public Works Trustee #1 Paul Schroeder, Water & Wastewater Trustee #2 Rick Cermak, Constable Trustee #3 Rocco Castellano, Treasurer Robert E. O'Brien, Clerk Dori A. Panthofer

Public Attendees:

Jacob Lipke	Wisconsin Building Code Services LLC
Tammy Allen	25 S Vincennes Cr
Karen Zimmerman	16 N Vincennes Cir
Chief Tommy Sharrett	Wind Point Police Department

3. Public Comment:
Dori Panthofer: A few residents expressed interest in organizing a fall Village Social. More information will be presented to the Board as it becomes available.
4. Welcome Building/Fence/HVAC Inspector Jacob Lipke
5. Approval of the March 9th, 2026 BOT Meeting minutes: Following a motion by Constable Castellano and a second by Trustee Cermak, the minutes of the March 9th, 2026, Board of Trustees meeting were approved by a unanimous vote.
6. Trustee's Report (1) - Paul Schroeder
 - a. Village Hall post-project landscape restoration update: A bid in the amount of \$11,200 from Aspen Property Care, dated April 10th, 2026, was reviewed by the Board of Trustees.

The motion to approve the submitted April 10th, 2026 bid passed unanimously, following a motion by Trustee Cermak and a second by Constable Castellano.
 - b. Village Hall sign post update: No update.
 - c. Bridge capping update. Work will be completed as weather permits.
7. Trustee's Report (2) - Rick Cermak
 - a. Update: Generator & 3 phase power; The self-test schedule for the generator will be adjusted to avoid conflicts with board meetings on Mondays and elections on Tuesdays.
8. Constable's Report - Rocco Castellano
 - a. Wind Point Police Department report | Chief Sharrett provided an overview of police activity.
 - i. Consider the installation of solar-powered motion lights near the beach stairs.

Chief Sharrett suggests installing motion-activated lights near the beach stairs to support Village patrols. These lights, which should stay illuminated for several minutes, would signal activity after sunset and improve safety for individuals being escorted up the stairs. Constable Castellano proposed placing units at both the top and bottom of the staircase and plans to provide options at the next meeting.

- b. Caledonia Fire Department report | No incidents.
 - c. Wisconsin Humane Society animal sheltering statistics | No incidents.
9. Treasurer's Report - Bob O'Brien
- a. Financial Reports | A motion was made by Constable Castellano and seconded by Trustee Schroeder to approve the corrected January 2026 and the February 2026 financial reports. The motion was carried unanimously.
10. President's Report - Roger Mellem
- a. North Bay Marriage - deferred.
11. Clerk's Report - Dori Panthofer
- a. Elections
 - i. Spring Election Results
 - 1. Oath of Office: Trustee #1 Elect Paul Schroeder, Trustee #2 Elect Rick Cermak & Treasurer Elect Robert E. O'Brien
 - ii. Election Official update | The Board granted the Clerk's request to initiate recruitment for one additional Chief Election Inspector to ensure adequate staffing for elections.
 - iii. Fall Election dates: Partisan Primary on Tuesday, August 11th, 2026; General Election on Tuesday, November 3rd, 2026.
 - 1. Request to reschedule the August tentative Planning Commission and Board of Trustees (BOT) meetings from Monday, August 10th to Monday, August 3rd, the first Monday of the month. The Board selected August 17th for the new meeting date. The Board designated August 17th as the rescheduled date for these meetings.
 - iv. Election Inspector update
 - b. League of Wisconsin Spring Conference May 6-8, 2026. Lodging is paid for by the League of Wisconsin. The Clerk will attend and provide a summary at the May meeting.
 - c. 2026 Board of Review Training & legal notices.
 - d. VC3 update: New website mock up. The Board granted permission to proceed with the proposed design style and color palette.
 - e. Upcoming Village meetings (Village Hall)

Monday, May 11th, 2026	6:00 PM - Planning Commission Meeting * <i>Tentative</i> 7:00 PM - 2026 Board of Review First Meeting 7:05 PM - Board of Trustees Meeting
Monday, June 8th, 2026	6:00 PM - Planning Commission Meeting * <i>Tentative</i>
Monday, June 15th, 2026 * <i>Third Monday of the month.</i>	5:00 PM - 2026 Board of Review reconvenes 7:05 PM - Board of Trustees Meeting
July 13th, 2026	6:00 PM - Planning Commission Meeting * <i>Tentative</i> 7:00 PM - Board of Trustees Meeting
Monday, August 17th, 2026 * <i>Third Monday of the month.</i>	6:00 PM - Planning Commission Meeting * <i>Tentative</i> 7:00 PM - Board of Trustees Meeting

12. Accounts Payable
 - a. AP March 2026 amended: **\$ 82,480.14**
 - b. AP April, preliminary in the amount of **\$ 43,570.10**.

Trustee Schroeder moved to accept the amended March 2026 Accounts Payable and to approve the revised preliminary 2026 AP totaling **\$45,223.20**, which includes disbursements to the US Treasury and the Building Inspector. The motion, which also authorizes the Clerk and Treasurer to settle outstanding bills prior to the next session, was seconded by Trustee Cermak and carried unanimously.
13. Old Business
 - a. Proposed Ordinance Number 2026-1 related to DNR mandated recycling ordinance
A motion to approve Ordinance # 2026-1 was made by Trustee Schroeder and seconded by Constable Castellano; the motion was carried unanimously.
The ordinance shall become effective upon its publication by the Clerk.
 - b. Revised Draft of Ordinance Number 2026-2 related to Wind & Solar energy, if available. Deferred, revision not available.
 - c. GZA & North Bay bluff/beach discussion. Constable Castellano notified GZA that a summary of Village comments will be submitted this week.
14. New Business
 - a. 2026 Street Sweeping Proposal from the City of Racine, dated March 27th, 2026. President Mellem read the terms of the proposal aloud.

Trustee Schroeder moved to approve the March 27th, 2026, City of Racine Street Sweeping proposal as submitted. The motion was seconded by Trustee Cermak and passed unanimously.
 - b. Lansdale Lane repaving inquiry: A contractor requested information regarding permit needs for the reconstruction of the Lansdale Lane segment adjacent to 1 Lansdale Lane. The Caledonia Fire Department recommends the use of Class B paving for private drives. The Clerk directed the Contractor to the License & Permit page of the Village website to access the VNB Driveway & ROW Permit Application. Following Constable Castellano's advice, the Clerk will direct the contractor to Racine County for permit requirements concerning the opening from Lansdale Lane onto North Main Street (County Road G).
 - c. Bridge P-51-700 Vincennes Circle: The Vincennes Circle bridge inspection frequency changed from annual to biannual, per Ayres Associates.
 - i. Concrete surface repair under bridge deck bid (if available). Bid not available.
 - d. 2 round planters not in use. The Board authorizes Clerk Panthofer to sell the round planters, proceeds will be given to Treasurer O'Brien.
 - e. VNB Spirit Wear sale | The Board granted permission for Clerk Panthofer to organize an online shop that offers a variety of garments with the new Village colors and logo to residents. There is no cost to the Village.
15. Adjourn | Following a motion by Constable Castellano that was seconded by Trustee Cermak, the meeting adjourned at 7:55 PM by a unanimous vote.