

City of Durand  
Regular City Council Meeting Minutes  
March 11, 2026

Meeting was held at City Hall, 104 E. Main St. and called to order at 6:00pm by Mayor Patrick J Milliren.

Roll Call: Present – Council Members Travis Hooker, LeAnna Kavanaugh, Mark Menke, Matt Roesler, Nick Weisenbeck, and Robert Weishapple.

Staff Present: Administrator Tracy Carlson, City Clerk Angela Morgan, Public Works Director Matt Gilles, and Police Chief Stan Ridgeway.

Absent: Co-Director Bignell

Confirmed proper notice of agenda. All rose for the Pledge of Allegiance.

Motion by Hooker and seconded by Menke to adopt the agenda as presented. Motion carried.

**Public Comment:** None

**Consent Agenda**

The City Council reviewed the following: Regular City Council meeting minutes – February 25, 2026; budget comparison for February 2026, and bartender licenses for Briann T McNaughton, Mackenzie J Robbins, and Olivia J Sann at Roostertail Bar & Grill. Motion by Weisenbeck and seconded by Roesler to approve the consent agenda. Motion carried by unanimous voice vote.

**Business Agenda:**

Public hearing for application for Class B Liquor/Class B Fermented Malt Beverage License for owner John Koehler dba Roostertail Bar & Grill LLC, at 104/106 W. Main St.

Public hearing called to order at 6:02pm.

No public comments were heard.

Public hearing adjourned at 6:03pm.

Alcohol License: Motion by Roesler, seconded by Weishapple to approve the Class B Liquor/Class B Fermented Malt Beverage License for owner John Koehler dba Roostertail Bar & Grill LLC, at 104/106 W. Main Street. All in favor, motion carried.

Award bid 6<sup>th</sup> Avenue E project. Motion by Hooker, seconded by Kavanaugh to award the bid for the 6<sup>th</sup> Avenue E project to American Express Excavating in the amount of \$114,249 base bid including alternate 1 (\$106,132 base bid + alternate 1 in the amount of \$8,117). Roll Call Vote: 6 ayes, 0 nays. Motion carried.

Construction contract with Cedar Corp for water filtration project. Motion by Weisenbeck seconded by Kavanaugh to approve the contract for the Water Filtration Plant project with Cedar Corporation in the amount not to exceed \$116,000. Roll Call Vote: 6 ayes, 0 nays. Motion carried

Construction contract with Cedar Corporation for the 6<sup>th</sup> Avenue E project. Motion by Weishapple, seconded by Roesler to approve the contract for the 6<sup>th</sup> Avenue E project construction contract with Cedar Corporation in the amount not to exceed \$10,900. Roll Call Vote: 6 ayes, 0 nays. Motion carried

Durand Improvement Group (DIG) donation request for fireworks celebration. Motion by Roesler, seconded by Hooker to donate \$2,500 to DIG for the fireworks celebration on July 3, 2026 for the United States 250<sup>th</sup> year celebration. Roll Call Vote: 6 ayes, 0 nays. Motion carried

Certified Survey Map for Parcel #216-00920-0050 J. Jereczek. Motion by Hooker, seconded by Roesler to approve the Certified Survey Map for subdividing a 5-acre parcel located at Grant Street and Marilyn Avenue (PID #216-00920-0050/owner J. Jereczek). Motion carried by unanimous voice vote.

Resolution 26-03 – Providing for the Sale of Approximately \$2,195,000 General Obligation Promissory Notes, Series 2026A. Offered by Hooker, motion by Weisenbeck, seconded by Menke to approve Resolution 26-03 – Providing for the Sale of Approximately \$2,195,000 General Obligation Promissory Notes, Series 2026A. Roll Call Vote: 6 ayes, and 0 nays. Motion carried.

2026 Durand Employee Handbook. Motion by Hooker, seconded by Weisenbeck to approve the updated 2026 Durand Employee Handbook with the recommendations that came from Finance Committee. Roll Call Vote: 6 ayes, 0 nays. Motion carried.

Vacant Building Ordinance: Discussion regarding the current Vacant Building Ordinance. Recommendation to Administrator Carlson to bring amended ordinance to repeal the current ordinance to next Council Meeting.

**Mayor's Report:**

- Mayor Milliren congratulated the tavern league for the putt putt event. 82 teams participated.
- Thank you to the City Administrator Carlson for her work on the bring the revolving loan fund program up to date to ensure no delinquent accounts.
- Congratulations to the Durand Boys Basketball Team. He wished them good luck at sectional semifinals.
- Long-range comprehensive plan community survey is now available and can be found on the city's website and at city hall and the library. Anyone who lives, works or plays in the City of Durand is encouraged to take the survey.
- Thank you to Courier Wedge for the offering an older photo of downtown Durand to the city (the photo was found in their building).

**Administrator's Report:** Administrator Carlson reported on the following:

- Revolving loan fund accounts are all current and up to date.
- The minimum tax payments owed through development agreements are now current with roughly \$100,000 paid on owed accounts.
- The long-range comprehensive plan community survey is live. Deadline to complete the survey is June 30.
- Farmers market applications are available on the city's website.
- Administrator Carlson and Public Works Director Gilles attended the school district's community walk which showcased the 8<sup>th</sup> graders projects on how to prevent bullying.
- Auditors will be onsite for field work the week of March 16.
- In-person absentee voting begins March 24. Absentee ballots will be mailed out by March 17

**Police Department:** Police Chief Ridgeway reported on the following:

- The police officers participated in a bullying seminar at the middle school.

**City Engineer**

- Preconstruction meeting for Madison St project will be held on March 17, 2026
- Water filter plant project – received contract and insurance
- 6<sup>th</sup> Avenue E project contracts are ready for signatures.

**Public Works Director:** Director Gilles reported on the following:

- Clarifier at the sewer plant is in need of repair.
- Director Gilles will be at the Rural Water Conference in Green Bay in March.

**Ambulance Department:** Co-Director Bignell was not able to attend, report provided.

**Vouchers:** Motion by Weishapple and seconded by Kavanaugh to approve presented vouchers # 31387 – 31426 in the amount of \$179,430.26, payroll for March 13, 2026 in the amount of \$32,371.37. Roll Call Vote: 6 ayes, and 0 nays. Motion carried.

Kavanaugh moved and Menke seconded to adjourn the meeting. Motion carried. Meeting adjourned at 7:27 pm.

Regular City Council meeting will be held on Wednesday, March 25, 2026 at 6:00 p.m.

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Mayor Patrick J Milliren

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City Clerk Angela M Morgan