

MEETING MINUTES
ASHLAND CITY COUNCIL
Tuesday, December 9, 2025 – 6:00 PM
Ashland City Hall Council Chambers

1. CALL TO ORDER

The Tuesday, December 9, 2025 Ashland City Council meeting was called to order by Mayor Matt Mac Kenzie at 6:00 p.m.

A. **Roll Call, Moment of Silence and Pledge of Allegiance**

PRESENT: Kevin Seefeldt, Peter Levi, Andrew Goyke, James Gregoire, Charlie Ortman, Nancy Sztynдор

ABSENT: Shawn Brede (Excused)

ALSO PRESENT: Mayor Matthew MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Planning Director Steven Wiley, Fire Chief Stuart Matthias, Finance Director Julie Vaillancourt, Treasurer Jacey Dean, Parks Director Catlyn Nowicki, and other interested citizens.

2. APPROVAL OF AGENDA

A motion by Sztynдор, seconded by Ortman to approve the agenda as presented, carried unanimously by voice vote.

3. APPROVAL OF MINUTES

A. November 18, 2025 Public Hearing and City Council Meeting Minutes

A motion by Ortman and seconded by Sztynдор to approve the minutes, carried unanimously by voice vote.

4. CITIZEN PARTICIPATION PERIOD

There were no Citizens who requested to address the Council.

5. MAYOR'S REPORT

A. **Announcements**

Mac Kenzie began by thanking City staff and Administration of the accomplishments over the past year, and wished all a happy holiday season. The local white pelican was now under rehabilitative care, and Wisconsin's deer hunting season ends soon. The tree lighting ceremony was well received last weekend despite early morning vandalism. Election papers are due soon to the Clerk's office. The City will be recognizing employees for milestone years of service during its upcoming holiday party. The water intake is now in service without complications. He finished with a reminder to clear measurable snow on residential sidewalks for the safety of all who use them.

B. Appointments

A motion by Seefeldt, seconded by Goyke to approve the Mayor's reappointments including Carol Larson and Eric Erickson to the Board of Canvassers for another two years. The motion passed unanimously by voice vote.

6. ADMINISTRATOR'S REPORT

Staff spent time during the past week with strategic planners implementing the Strategic Plan for the next five years, which was created in May 2025 by Council. Vision currently has equipment on site and are ready for earth moving work at the former Roffers Construction site. Kucera ended by wishing all a happy holiday season.

7. PUBLIC HEARING

A. Public Hearing Regarding a Proposed Community Development Block Grant (CDBG) Application for Planning (PLNG) Program Funds for the 2026 Comprehensive Plan Update (Planning and Development) Roll

A motion by Szyndor, seconded by Goyke to enter into Public Hearing, passed unanimously by roll call vote.

Ben Andrews of MSA Professional Services Inc. offered a presentation and answered questions from Council regarding the proposed CDBG grant application process.

Mac Kenzie affirmed that the public hearing was posted in three public locations, and published in the Ashland Daily Press as required by the grant administrators. There were no citizens present wishing to speak during public hearing, and there were no submitted comments or concerns received. Goyke moved, seconded by Szyndor to close public hearing. This motion passed by voice vote.

8. NEW BUSINESS

A. Presentation and Discussion of the City of Ashland 2024 Financial Audit

Vanessa Kane of Baker Tilly, offered a presentation and answered questions from Council regarding the City's 2024 Financial Audit. No formal action was taken at this time.

B. Appoint Election Inspectors for Upcoming Election Cycle (2026-2027) (Clerk) Voice

A motion by Seefeldt, seconded by Szyndor to approve the appointment of the listed election inspectors, passed unanimously by voice vote.

C. Consider a Resolution to Establish Polling Places and Combine Wards for the Potential February 17, 2026 Primary Election, and April 7, 2026 Spring Election (Clerk) Roll

A motion by Sztynдор, seconded by Seefeldt to approve the resolution, passed unanimously by roll call vote.

File #17865

9. CLOSED SESSION - Council may reconvene in Open Session to take action on any item discussed during Closed Session.

- A. **Pursuant to WI Stat. 19.85(1)(g): "Conferring with legal counsel who either orally or in writing will advise governmental body of strategy to be adopted with the respect to current or likely litigation." (Ashland County Case 25SC201)**

A motion by Ortman and seconded by Goyke to enter into Closed Session, passed unanimously by roll call vote. The motion included allowing Fire Chief Matthias to remain during closed session.

- B. **Return to Open Session**

Goyke moved, seconded by Ortman to return to Open Session. The motion passed unanimously by voice vote.

- C. **Report of Action Taken during Closed Session**

There was no action taken during closed session.

10. ADJOURNMENT

A motion by Goyke and seconded by Sztynдор to adjourn passed unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk