

**Village of Kewaskum  
Administrative Committee  
Meeting Minutes  
January 17, 2022, 6:15 PM**

The Administrative Committee of Kewaskum, Washington County, Wisconsin, met in regular session in the Council Room of the Municipal Building, 204 First Street.

Committee Members Present: Wright and Knoebel

Absent: Hovland

Staff Members Present: Gitter, Butz, Bishop, Aupperle, Hundertmark, Kreis, Paulus and Steiner

Butz called the meeting to order at 6:15 p.m., followed by roll call and a reading of the Affidavit of Posting for the meeting.

Motion by Wright, seconded by Knoebel to elect Knoebel as Chairperson Pro-tem, voice vote, motion carried.

Motion by Wright, seconded by Knoebel to approve the minutes of December 20, 2021, voice vote, motion carried.

**PAYMENT OF BILLS**

Motion by Knoebel, seconded by Wright to recommend payment of December 2021 Accounts Payable, voice vote, motion carried.

Motion by Wright, seconded by Knoebel to recommend approval of December 2021 payroll, voice vote, motion carried.

Hundertmark provided a summary of the 2021 Tax Collections and the 2021 Unemployment Report.

Motion by Wright, seconded by Knoebel to recommend approval of the Purchasing Policy, voice vote, motion carried.

Butz provided an update on the ARPA Fiscal Recovery Funds Final Rule.

Motion by Knoebel, seconded by Wright to adjourn at 6:35 P.M., voice vote, motion carried.

Tammy Butz  
Village Clerk/Deputy Treasurer

Approved: February 21, 2022