

**Village of Kewaskum**  
**Administrative Committee**  
**Meeting Minutes**  
March 21, 2022, 6:30 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: Hovland, Wright and Knoebel

Staff Members Present: Gitter, Butz, Aupperle, Hundertmark, and Kreis

Hovland called the meeting to order at 6:30 p.m., followed by roll call and a reading of the Affidavit of Posting for the meeting.

Motion by Wright, seconded by Knoebel to approve the minutes of February 21, 2022, voice vote, motion carried.

**PAYMENT OF BILLS**

Motion by Wright, seconded by Knoebel to recommend payment of February 2022 Accounts Payable, voice vote, motion carried.

Motion by Wright, seconded by Knoebel to recommend approval of February 2022 payroll, voice vote, motion carried.

Hundertmark reported on Unclaimed Property Laws and the reporting process. Letters will be mailed to outstanding payables for claiming funds; if not claimed the funds will be sent to the State of Wisconsin for handling.

Motion by Knoebel, seconded by Wright to adjourn at 6:36 P.M., voice vote, motion carried.

Tammy Butz  
Village Clerk/Deputy Treasurer

Approved: April 18, 2022