

Village of Kewaskum
Administrative Committee
Meeting Minutes
June 19, 2023, 6:00 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, Carter

Hovland called the meeting to order at 6:00 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 May 15, 2023, voice vote, motion carried.

UNFINISHED BUSINESS – none

NEW BUSINESS

Motion by Wright, seconded by Knoebel to recommend payment of May 2023 Accounts Payable, voice vote, motion carried.

Motion by Wright, seconded by Knoebel to recommend approval of May 2023 Payroll, voice vote, motion carried.

Gitter presented updates to the Employee Handbook. Motion by Knoebel, seconded by Wright to recommend approval of the Employee Handbook, voice vote, motion carried.

Motion by Knoebel, seconded by Wright to adjourn at 6:12 p.m., voice vote, motion carried.

Tammy Butz
Assistant Administrator/Clerk

Approved: July 17, 2023