

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

Board Members Present: Hovland, Wright, Weninger, Knoebel, Parse and Martin

Excused: Wendelborn

Staff Members Present: Gitter, Butz, Groeschel, Aupperle, Carter, Kreis, Propson and Arbuckle

Martin called the meeting of the Village Board to order at 7:00 p.m., followed by roll call and a reading of the Affidavit of Posting for the meeting. A moment of silence and the Pledge of Allegiance were observed.

Motion by Wright, seconded by Hovland to approve the June 5, 2023 meeting minutes, voice vote, motion carried.

#### **APPEARANCE BY CITIZENS – none**

Motion by Wright, seconded by Weninger to suspend rules and here Item 10a 2022 Audit Presentation, voice vote, motion carried.

Wendi Unger/Baker Tilly presented the 2022 Audit report. Motion by Hovland, seconded by Weninger to accept the 2022 Audit, voice vote, motion carried.

#### **PUBLIC HEARING**

Martin opened the public hearing on Alcohol Beverage License Applications commencing on July 1, 2023 and ending on June 30, 2024; no comment. Motion by Knoebel, seconded by Wright to close the public hearing, carried by roll call vote: Parse – aye, Hovland – aye, Wright – aye, Weninger – aye, Knoebel – aye, Martin - aye (6-0)

#### **REPORT OF DEPARTMENT HEADS**

**Administrator Gitter** – reported on Administrator activities including Shared Facilities, IT update, and 2024 budget and downtown redevelopment.

**Assistant Administrator/Clerk Butz** – reported on utilities and upcoming conference

**Treasurer Carter** – reported on May Cash on Hand, update on changing banks and upcoming conference

**Fire Chief Groeschel** – provided his May report:

Fire Calls	7	Year to date	40
Fire Training	78.00	Year to date	551.85
Other Activities	171.00	Year to date	637.25
Rescue Calls	49	Miles	1288.50

**Police Chief Bishop** – no report

**DPW Working Foreman Aupperle** – reported on DPW activity, including park lighting, new zero turn mower and sale of old mower, Werner Dr. water main break, firework preparations, property maintenance and hydrant flushing.

**Library Director Kreis** – provided her Director's Report, May circulation and Summer Learning Program update.

#### **COMMITTEE REPORTS**

**Administrative Committee** – Hovland reported that the Administrative Committee met earlier this evening and recommends approval of the following items:

Motion by Hovland, seconded by Wright to approve May Accounts Payable, voice vote, motion carried.

Motion by Hovland, seconded by Wright to approve May Payroll, voice vote, motion carried.

Motion by Hovland, seconded by Knoebel to approve Employee Handbook updates, voice vote, motion carried.

**Protection & Public Safety** – no report

**Public Works and Public Services** – no report

**Plan Commission** – next meeting is June 27, 2023

**Park & Recreation** – no report

**Library Board** – Parse reported that the Library Board will meet on June 12, 2023 and provided summary of last meeting

**Mid-Moraine** – Hovland reported on the last meeting on DNR forever chemicals

**ED/AC** – no report

**EMS** – Groeschel noted good feedback received from area volunteer departments

**UNFINISHED BUSINESS** - none

**NEW BUSINESS**

Motion by Knoebel, seconded by Parse to approve Election Subgrant submission, voice vote, motion carried.

No action taken on Burr Oak preliminary resolution.

Motion by Weninger, seconded by Hovland to approve Resolution 2023-05 TEA Grant, voice vote, motion carried.

Motion by Knoebel, seconded by Weninger to approve Resolution 2023-06 Compliance Maintenance, voice vote, motion carried.

Motion by Knoebel, seconded by Parse to approve Resolution 2023-07 Sewer User Charges and Rates, voice vote, motion carried.

Motion by Wright, seconded by Weninger to approve Resolution 2023-08 Authorized Representative, voice vote, motion carried.

Motion by Knoebel, seconded by Parse to approve Resolution 2023-09 Intent to Reimburse Safe Drinking Water Loan, voice vote, motion carried.

Motion by Weninger, seconded by Hovland to approve Resolution 2023-10 Intent to Reimburse Clean Water Fund Loan, voice vote, motion carried.

No action taken on Tower Point Letter of Intent.

Motion by Hovland, seconded by Knoebel to approve the Kiwanis Park Master Plan, voice vote, motion carried.

Motion by Knoebel, seconded by Parse to approve liquor licenses as noticed, voice vote, motion carried.

**PUBLIC COMMENT** – T. Meltz, 459 Gavin Pkwy, inquired on Park & Recreation meeting regarding the Kiwanis Park Master Plan.

Motion by Martin, seconded by Knoebel to convene into Closed Session at 8:20 p.m. pursuant to Wis. Stats. Section 19.85(1)(e) and 19.85(1)(c) to discuss shared facilities, and Administrator’s performance evaluation, carried by roll call vote: Hovland – aye, Wright – aye, Weninger – aye, Knoebel – aye, Parse – aye, Martin - aye (6-0).

Motion by Knoebel, seconded by Hovland to adjourn at 8:48 p.m., voice vote, motion carried.

Tammy Butz  
Assistant Administrator/Clerk

Approved: July 17, 2023