

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, Knoebel, Parse and Martin

Excused Absent: Wright and Weninger

Staff Members Present: Gitter, Butz, Bishop, Aupperle, Carter and Kreis

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 Knoebel, seconded by Hovland to approve the November 6, 2023 meeting minutes, voice vote, motion carried.

PUBLIC HEARING

Martin opened the public hearing on Kravin LLC/Living the Dogs Dream Conditional Use Permit – Boarding of Animals. Trustee Knoebel spoke in favor; no other comments. Motion by Knoebel, seconded by Parse to close the public hearing, carried by roll call vote: Hovland – aye, Knoebel – aye, Parse – aye and Martin – aye (4-0).

Martin opened the public hearing on the 2024 Village Budget; no comments. Motion by Knoebel, seconded by Hovland to close the public hearing, carried by roll call vote: Hovland – aye, Knoebel – aye, Parse – aye and Martin – aye (4-0).

APPEARANCE BY CITIZENS - none

REPORT OF DEPARTMENT HEADS

Administrator Gitter – reported on municipal facilities, IT update, street projects, downtown redevelopment and 2024 Budget.

Assistant Administrator/Clerk Butz – reported on tax bill preparation, nomination paperwork and that she attained the designation of Wisconsin Certified Municipal Clerk.

Treasurer Carter – reported on October Cash on Hand and Investments and additional office hours the last week of December.

Fire Chief Groeschel – no report

Police Chief Bishop – provided his October report and emergency government training.

Ordinance Citations	6		
Traffic Citations	23	Traffic Stops	81
Traffic Accidents	8	OWI Arrests	0
Felony Charges	0	Misdemeanor Charges	0

Public Works Director Aupperle – reported on DPW activity, including water main break, leaf collection, asphalt patching and sidewalk repair.

Library Director Kreis – provided her Director’s report

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 Parse to approve purchase of a Flock Camera, voice vote, motion carried.

Motion by Hovland, seconded by Knoebel to approve 2023-17 Reimbursement Policy, voice vote, motion carried.

Motion by Hovland, seconded by Parse to approve October Accounts Payable, voice vote, motion carried.

Motion by Hovland, seconded by Knoebel to approve October Payroll, voice vote, motion carried.

Protection & Public Safety – no report

Public Works and Public Services – no report

Plan Commission – no report

Park & Recreation – no report

Library Board – Next meeting is December 11, 2023

Mid-Moraine – no report

ED/AC – Next meeting is December 12, 2023

EMS – no report

UNFINISHED BUSINESS

Motion by Martin, seconded by Parse to approve the 2024 Village Budget, voice vote, motion carried.

Motion by Knoebel, seconded by Hovland to approve Wildlife Dr. and Reigle Dr. design engineering services contract with SEH, voice vote, motion carried.

NEW BUSINESS

Motion by Hovland, seconded by Parse to approve Kravin LLC/Living the Dogs Dream Conditional Use Permit – Boarding of Animals, voice vote, motion carried.

Motion by Hovland, seconded by Parse to suspend Annex and Community Room facility rentals as of April 1, 2024, voice vote, motion carried.

Motion by Martin, seconded by Parse to approve Engineering Service Agreement for USH 45, voice vote, motion carried.

PUBLIC COMMENT – none

Motion by Martin, seconded by Hovland to convene into Closed Session at 7:29 p.m. pursuant to Wis. Stats. Section 19.85(1)(e) to discuss Municipal Facilities and 1225 Fond du Lac Avenue, carried by roll call vote: Hovland – aye, Knoebel – aye, Parse – aye and Martin – aye (4-0).

Motion by Martin, seconded by Parse to reconvene in Open Session at 7:35 p.m. pursuant to Wis. Stats. Section 19.85(2), carried by roll call vote: Hovland – aye, Knoebel – aye, Parse – aye and Martin – aye (4-0).

Motion by Knoebel, seconded by Martin to adjourn at 7:36 p.m., voice vote, motion carried.

Tammy Butz
Assistant Administrator/Clerk

Approved: December 4, 2023