

MINUTES
VILLAGE OF SURING BOARD MEETING
TUESDAY, NOVEMBER 14, 2023 AT 6:00 PM

1. **Meeting Called to Order** by Village President Steffek at 6:00 pm.
Roll Call: Bengtson, Kramp, Nieling, School, Schuettpelz, and Steffek, Also present: Clerk-Treasurer Kim Gruetzmacher, Deputy Clerk-Treasurer Pat Sleeter, Police Chief Kevin Schneider, and Public Works Foreman Jeff Tienor. Also present: Lexi Woodworth (Oconto Area Humane Society), and Art Bahr (MSA). Kohlwey was excused.
2. **Pledge of Allegiance** was recited by all, and the invocation provided by Clerk-Treasurer.
3. **Agenda** motion to approve agenda with moving Art Bahr first was made by Nieling and second by Bengtson. All ayes. Motion carried.
Open Meeting Notice statement made by Clerk-Treasurer.
4. **Public Input** None.
5. **Minutes** of the OCTOBER meeting(s) were approved with a motion by Kramp and second by School. All ayes. Motion carried.
6. **MSA Art Bahr**: Bahr presented professional agreement from MSA for engineer costs for Veteran Park project. Currently there are enough grants available to apply for to assist Village with getting approximately a one million dollar project completed for the engineer fees. In previous grants, engineer costs could be worked into the project; however, the new grants available are requiring engineer work to be completed before the grant applications. Motion to approve proceeding with MSA for engineer work in the cost of \$55,000 for Veteran Park update made by Bengtson and second by Schuettpelz. All ayes. Motion carried. Bahr stated that he would assist the Village with the grant applications at no charge.
7. **Oconto Area Humane Society (Lexi Woodworth)**: Lexi Woodworth addressed the Village to discuss stray animals in Oconto County. Proposal was made to enter into an agreement between the Village and the Humane Society to assist with stray animals. The Humane Society would care for and shelter the strays and assist with finding owners. The fee for the agreement for 2024 would be \$300. Price would be re-evaluated in following year depending on the number of stray animals that were brought in during 2024. Motion to partner with the Oconto Area Humane Society and enter into the agreement made by Nieling and second by Bengtson. All ayes. Motion carried.
8. **Building Inspector**: Discussion and possible action on ordinance code violation notices. Notices were presented and building inspector stated there were no new updates. Motion to issue citations made by Kramp and second by School. All ayes. Motion carried.
9. **Operator Licenses**: Motion to approve operator license for Sasha Bayer for BP Gas Station made by Schuettpelz and second by Kramp. All ayes. Motion carried.
10. **2024 Budget**: Motion to approve 2024 Budget for Village of Suring as presented made by Bengtson and second by Schuettpelz. All ayes. Motion carried.
11. **Clifton Larsen Allen**: Motion to approve audit contract for 2023 audit work by Clifton Larsen Allen made by Bengtson and second by Nieling. All ayes. Motion carried.
12. **Hanaway Ross Law Firm**: Motion to approve 2024 attorney rate of \$185/hour and paralegal time at \$85/hour made by Nieling and second by Schuettpelz. All ayes. Motion carried.
13. **Treasurer's Report * Clerk's Report**: OCTOBER 2023 treasurer's report was given by treasurer and motion to approve was made by Kramp and second by Bengtson. All ayes. Motion carried. OCTOBER 2023 clerk's report was given by the Clerk-Treasurer and motion to approve Clerk's report was made by Schuettpelz and second by Nieling. All ayes. Motion carried. Clerk reported past due utility accounts, building inspector update and 10 day notices expired, website upgrade status, parks plan update, and board of commissioners of public land loan update.

14. **BILLS**: were reviewed by the Finance Committee and bill report was presented to each board member.

Motion to approve the following made by School and second by Bengtson:

VOUCHERS NOV 01- 37

General Fund:	\$ 19,481.57
Fire Dept:	\$ 9,115.61
Water Dept:	\$ 2,351.96
Sewer Dept:	\$ 4,207.94
Capital Outlay:	\$ 119,949.50

ROLL CALL VOTE: AYES: Bengtson, Kramp, Nieling, School, Schuettepelz, and Steffek. NAYS: None. Motion carried.

- Review and approve remainder amount due to Packer City International for final payment of Plow Truck in the amount of \$119,949.50. Approved within vouchers above. Clerk to pull money from money market account to pay invoice and then reimburse money market account when grants funds are received.

15. **DEPARTMENT REPORTS**

- **POLICE DEPARTMENT**: Chief Schneider gave report for OCTOBER, 2023, noting 80 calls for service, 3 citations, update to board on building checks, traffic presence, school traffic safety, training, and great turn out for trick or treat events. Motion to approve police department report was made by Nieling and second by Bengtson. All ayes. Motion carried.
- **FIRE DEPARTMENT**: report for OCTOBER 2023, was presented noting 2 regular meetings, Safe Kids Home Visits, fire prevention training at public school, Town of Breed branch on power line, Town of How false alarm, and hosted annual Suring Business Association Halloween Party at fire station. Motion by Bengtson and second by Kramp to approve the Fire Department report as presented. All ayes. Motion carried.
- **PUBLIC WORKS**: Public works director written report for OCTOBER 2023 was provided noting reservoir inspection is complete, pulled meter from County garage and no more missing water, wells are running good, treatment center is running well, and water tower heat is turned on. Curbs and crosswalks are being painted. New plow truck is here and requesting sides be added. Reported update on old truck, and stated park is being winterized. Motion to approve public works report was made by Schuettepelz and second by Bengtson. All ayes. Motion carried.
 - Review and approve catch basin behind Nifty Cone and run to the North - Leave Lay, no action taken. Public works director stated that J.J. Grunwald has not had time to put together a quote for the Village yet. Bring to the December meeting.
- **WATER DEPARTMENT**: OCTOBER 2023 (included in public works director report)
 - Review and approve Ferguson Waterworks Quote for purchase of Neptune 360 for water and sewer read program. Clerk and Public Works Director reported that we are having major issues with out water meter reading equipment and the company is no longer supporting the equipment we have. Quote for the Neptune 360 online equipment was presented and motion to approve moving forward with purchasing was made by Nieling and second by Bengtson. All ayes. Motion carried.
- **SEWER DEPARTMENT**: OCTOBER 2023 (included in public works director report)
- **STREETS**: OCTOBER 2023 (included in public works director report)
- **PARKS**: OCTOBER 2023 (included in public works director report)
- **RECYCLING**: OCTOBER 2023 – Kramp stated recycle center is going well.
- **TID #1**: OCTOBER 2023 - no new report

16. **Other information requiring NO board action**:

- League of Municipalities Annual Conference Update from Trustee Kohlwey
- USDA Grant Public Hearing for Fire Truck Grant Monday, November 20 at 5:30 PM

- League of Municipalities Brown Bag Lunch Series Tuesday, November 28 at 12:00 PM
 - Holiday Vendor & Craft Show – Friday, December 1 and Saturday December 2 at 9 am – Noon
 - Annual Gingerbread Contest in December
 - Annual “Light Up Suring” House Contest in December
 - League of Municipalities Roundtable – Tuesday, December 12 at Noon
 - Spectrum notification letter enclosed in trustee packet
17. **CLOSED SESSION:** Motion to convene in closed session on the following matters: State Statute 19.85(1)(c) – Personnel – Motion to go into closed session to include Village President, Village Board, Clerk/Treasurer and Deputy Clerk/Treasurer made by Kramp and second by Schuettpeiz. All ayes. Motion carried. Went into closed session at 7:21 PM.
- NO PHONES OR OTHER RECORDING DEVICES ALLOWED**
18. **OPEN SESSION:** Motion to convene in Open Session to make motions from closed session. – Returned to open session at 7:26 PM. No action taken from closed session.
19. **ADJOURNMENT** – next board meeting Tuesday, December 12, 2023, at 6:00 PM. Motion to adjourn made by Bengtson and second by Kramp. All ayes. Motion carried. Meeting adjourned at 7:26 PM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher