

MINUTES
VILLAGE OF SURING BOARD MEETING
TUESDAY, DECEMBER 12, 2023 AT 6:00 PM

1. **Meeting Called to Order** by Village President Steffek at 6:00 pm.
Roll Call: Bengtson, Kohlwey, Kramp, Nieling, School, Schuettepelz, 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: Art Bahr (MSA).
2. **Pledge of Allegiance** was recited by all, and the invocation provided by Clerk-Treasurer.
3. **Agenda** motion to approve agenda was made by Bengtson and second by Kramp. All ayes. Motion carried.
Open Meeting Notice statement made by Clerk-Treasurer.
4. **Public Input** None.
5. **Minutes** of the NOVEMBER meeting(s) were approved with a motion by Schuettepelz and second by Nieling. All ayes. Motion carried.
6. **MSA Art Bahr**: Bahr presented update on parks project and stated he will bring a site plan in for the January board meeting. Bahr provided timeline for grants that the Village will apply for in regards to the Veteran Park project. Also presented was the 2024 Planning Activities and Costs schedule for the coming year. The Village will apply for a CDBG planning grant to assist with costs for the planning projects.
7. **Ordinance Relating to Special Charges**: Motion to approve ordinance relating to special charges for emergency response made by Bengtson and second by Nieling. All ayes. Motion carried.
8. **Election Workers**: Motion to approve 2024-2025 Election Workers made by Schuettepelz and second by School. All ayes. Motion carried.
9. **Treasurer's Report * Clerk's Report**: NOVEMBER 2023 treasurer's report was given by treasurer and motion to approve was made by Kramp and second by Bengtson. All ayes. Motion carried. NOVEMBER 2023 clerk's report was given by the Clerk-Treasurer and motion to approve Clerk's report was made by Schuettepelz and second by Nieling. All ayes. Motion carried. Clerk reported past due utility accounts along with amounts transferred to the tax roll, building inspector update, website upgrade status, parks plan update, board of commissioners of public land loan update, thank you to Heise Cleaning for their hard work and donated time and decorations making Village Hall and the Library look so nice, and the upcoming holiday office schedule.
10. **BILLS**: were reviewed by the Finance Committee and bill report was presented to each board member.
Motion to approve the following made by Bengtson and second by School:
VOUCHERS DEC 01- 30

General Fund:	\$	13,026.09
Fire Dept:	\$	3,944.85
Water Dept:	\$	4,665.62
Sewer Dept:	\$	4,586.09

ROLL CALL VOTE: AYES: Bengtson, Kohlwey, Kramp, Nieling, School, Schuettepelz, and Steffek. **NAYS:** None.
Motion carried.
11. **DEPARTMENT REPORTS**
 - **POLICE DEPARTMENT**: Chief Schneider gave report for NOVEMBER , 2023, noting 60 calls for service, 5 citations, update to board on building checks, ordinance violations with the ordinance committee and building inspector, and public relations by taking the Grinch to the school. Motion to approve police department report was made by Kramp and second by Nieling. All ayes. Motion carried.
 - **FIRE DEPARTMENT**: report for NOVEMBER 2023, was presented noting 1 regular meetings, and 1 false alarm in Village of Suring. Motion by School and second by Kramp to approve the Fire Department report as presented. All ayes. Motion carried.
 - **PUBLIC WORKS**: Public works director gave report for NOVEMBER 2023 stating park is winterized, working on well permit reporting, wells are running good, treatment center is running well. PACER road rating were reported today, and gave status on snowplow truck and equipment, update on parks plan working with Art Bahr at MSA on, and resignation by recycle center attendant update. Motion to approve public works report was made by Kramp and second by Schuettepelz. 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 still has not had time to put together a quote for the Village yet. Bring to the January meeting.
- WATER DEPARTMENT: NOVEMBER 2023 (included in public works director report)
- SEWER DEPARTMENT: NOVEMBER 2023 (included in public works director report)
 - Motion to approve B&M Technical Service Quote for VFD Replacement was made by Kohlwey and second by School. All ayes. Motion carried.
 - Review and approve annual increase for sewer rates to begin January 1, 2024 – no action taken. Adjustment was made at January 1, 2023 and no further increase needed at this time.
- STREETS: NOVEMBER 2023 (included in public works director report)
- PARKS: NOVEMBER 2023 (included in public works director report)
- RECYCLING: NOVEMBER 2023
 - Motion to regretfully accept Kramp's resignation from the recycle center effective March 1, 2024 made by Schuettepelz and second by Bengtson. All ayes. Kramp abstained. Motion carried.
 - Discussion and possible action on listing open position at recycle center – clerk to place notice on bulletin boards and in monthly newsletter for position opening.
- TID #1: NOVEMBER 2023 - no new report
- 12. Other information requiring NO board action:
 - Annual Gingerbread Contest Voting this week – extending voting deadline to December 22nd.
 - Annual "Light Up Suring" House Contest Voting through December 22nd
 - Zoning Administrator Committee Meeting Tuesday, December 19th at 1:30 PM
- 13. CLOSED SESSION: Motion to convene in closed session on the following matters: State Statute 19.85(1)(c) – Personnel – No closed session needed.

NO PHONES OR OTHER RECORDING DEVICES ALLOWED
- 14. OPEN SESSION: Motion to convene in Open Session to make motions from closed session. – N/A
- 15. ADJOURNMENT – next board meeting Tuesday, January 9, 2024, at 6:00 PM. Motion to adjourn made by Kramp and second by Schuettepelz. All ayes. Motion carried. Meeting adjourned at 6:41 PM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher