

MINUTES
VILLAGE OF SURING BOARD MEETING
MONDAY, AUGUST 12, 2024 AT 5:00 PM

1. **Meeting Called to Order** by Village President Steffek at 5:00 pm.
Roll Call: Bengtson, Kohlwey, Kramp, School, Schuettpelz, and Steffek, Also present: Clerk-Treasurer Kim Gruetzmacher, Deputy Clerk-Treasurer Pat Sleeter, Public Works Director Jeff Tienor and Police Chief Kevin Schneider. Also present: Chester Kruppa, Andrews Jantz, Dan Shanahan, Harvey Miller, Mike Carlson, Steve Fifield, Lois Brazeau, Art Bahr with MSA Professionals, and Phil Kriesel with MSA Professionals. Nieling was excused.
2. **Pledge of Allegiance** was recited by all, and the invocation provided by Clerk-Treasurer.
3. **Agenda** motion to approve agenda was made by Schuettpelz and second by School. All ayes. Motion carried. **Open Meeting Notice** statement made by Clerk-Treasurer.
4. **Public Input** Clerk informed Village Board that Joy Tousey requested it be brought up to the Village Board that if the Village needs assistance with placing the playground equipment in Riverside Park that he is more than happy to assist and find volunteers to get the project completed.
5. **Minutes** of the JULY meeting(s) were approved with a motion by Bengtson and second by Kramp. All ayes. Motion carried.
6. **Maple Valley Community Church**: Motion to approve conditional use permit for 725 E Main Street was made by Kohlwey and second by Schuettpelz. All ayes. Motion carried. Discussion was made regarding the conditional use. Schuettpelz stated main concern was parking, but at the public hearing it revealed that the church has a plan and that issue was thought out. Schuettpelz also stated the tax revenue loss will have to be addressed by the Village Board; and that it would be nice to have more activity on Main Street and growth of the church would bring more people into the Village. Bengtson stated it would nice to have building back in use and the Village will have to work on the tax loss. School also questioned the tax loss.
7. **Steve Fifield**: Motion to approve firework purchase through Village for Suring Labor Day and park use for celebration was made by Bengtson and second by Schuettpelz. All ayes. Motion carried.
8. **Suring Mobile Home Park**: Discussion on mobile home park annual license violation. – No action taken. Village Board to address after the Zoning Administrator meeting on Monday, August 19, 2024.
9. **Ted Streit**: Discussion and possible action on Ordinance Notice for 235 N Peshtigo Brook Rd – No action taken, Streit not present.
10. **Art Bahr – MAS**: Bahr gave report on new TID development, and up coming projects and well as informed the Village Board that he was working with the Village Clerk and she wrote letters of donation requests for a scoreboard for Veterans Park. Twigs Beverage and Charlie's Country Market in Shawano are both donating funds to the Village for a scoreboard.
 - Motion to approve engineering contract with MSA for second river water crossing project made by Schuettpelz and second by Kramp. All ayes. Motion carried. Phil Kriesel from MSA presented to the Village Board that the current river main crossing is becoming a hazard. There is a lot of erosion happening. Currently the Village is eligible for 60% principal forgiveness through the DNR Safe Drinking Water Loan program and could also be eligible for assistance through the USDA program.
 - Motion to approve safe drinking water application made by Bengtson and second by School. All ayes. Motion carried.
 - Motion to approve TID agreement amendment made by Bengtson and second by Kramp. All ayes. Motion carried. Art Bahr discussed with the Village Board that a developer has contacted the Village and is interested in placing market rate apartments in the Village. Creating a second TID would allow the Village to place necessary utilities and assist with a developer agreement.
 - Motion to approve planning commission members of R. Giese, K. Regal, B. Mahoney, L. Steffek, J. Kohlwey, and M. Steffek was made by Kramp and second by Schuettpelz. All ayes. Motion carried.

11. Oconto County: Motion to approve Certified Survey Map reviews to continue by Oconto County and the fee to charged to the property owner made by Schuettepelz and second by Kohlwey. All ayes. Motion carried.
12. Golf Cart Permit: Motion to approve golf cart permit renewal for Nancie Bayer made by Kramp and second by School. All ayes. Motion carried.
13. Picnic License Suring Labor Day Celebration: Motion to approve picnic licenses and temporary operator licenses for Suring Labor Day Celebration as presented made by Schuettepelz and second by Bengtson. All ayes. Motion carried.
14. Treasurer's Report * Clerk's Report: JULY 2024 treasurer's report was given by treasurer and motion to approve was made by Kramp and second by Schuettepelz. All ayes. Motion carried. JULY 2024 clerk's report was given by the Clerk-Treasurer and motion to approve Clerk's report was made by Kohlwey and second by Kramp. All ayes. Motion carried. Clerk reported past due utility accounts, building inspector update, election is tomorrow, Clerk worked with Oconto County Economic Development and Village was awarded a grant in the amount of \$45,000 for a downtown redevelopment plan with Retail Strategies who makes attainable goals for municipalities and has many stakeholder contacts to assist Village with growth, Clerk has worked with VC3 to get a cybersecurity grant for up to \$100,000 to bring the Village into compliance with cybersecurity requirements that will be required in the near future, gave updated on January 1, 2024 population which decreased from previous year to 499 people, clerk wanted to thank Library Director, Jill Trochta for her assistance with Overhead Solutions to get the Village a refund of \$1,689.10 for shingle issue on the Village, Planning Services RFP update as due date was today and Village only received one submittal and clerk reviewed and all requirements were met, upcoming meetings schedule, and upcoming training schedule and opportunities.

Motion to approve planning services RFP be awarded to single submittal by MSA Professionals made by Kramp and second by School. All ayes. Motion carried.

Motion to approve payment to VC3 for invoice for cybersecurity to be reimbursed by grant made by Schuettepelz and second by School. All ayes. Motion carried.

- Motion to approve line of credit renewal through Fortifi Bank made by Schuettepelz and second by Kramp. All ayes. Motion carried.

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

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

VOUCHERS AUG 01- 38

General Fund:	\$	31,854.68
Fire Dept:	\$	6,728.04
Water Dept:	\$	5,865.22
Sewer Dept:	\$	5,789.00

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

16. DEPARMENT REPORTS

- POLICE DEPARTMENT: Chief Schneider gave report for JULY, 2024, noting 70 calls for service, 18 citations issued, update to board on success of the 9th annual National Night Out, update on drug arrests made in the past month, and patrol update. Motion to approve police department report was made by Bengtson and second by Schuettepelz. All ayes. Motion carried.
- FIRE DEPARTMENT: report for JULY 2024, was presented noting 2 regular meetings, participation in Breed 4th of July parade, 1 Town of Maple Valley call (cancelled before leaving fire house), 2 Town of Breed calls (EMS lift assist, extinguish control burn), 2 Town of How calls (Two men in silo and tree on power line), 1 officer's meeting, 1 MABAS to City of Oconto Falls, and pumps tested. Motion by Kramp and second by School to approve the Fire Department report as presented. All ayes. Motion carried.
- PUBLIC WORKS: Public Works Director reported for JULY 2024 well permit update, all 3 wells running good, Red Maple meter status, treatment center update, street patch updated, curb painting to start soon, crack sealing street inventory for quotes, playground equipment update, recycle center update that

new gates will be installed so that people cannot get into the recycle center, hoping to reopen brush pile, update on gravel pit as people are leaving tires up there so that will be gated and locked as well, and clinic AC update. Motion to approve public works report was made by Bengtson and second by School. All ayes. Motion carried

- WATER DEPARTMENT: JULY 2024 (included in public works director report)
 - Motion to proceed with simplified water rate case annually over the next 5-10 years to keep up with inflation made by Schuettpelz and second by School. All ayes. Motion carried.Discussion was had regarding simplified rate case. Per consultants, it is in the best interest of the utility to complete an annual simplified rate case to keep up with inflation.
- SEWER DEPARTMENT: JULY 2024 (included in public works director report)
- STREETS: JULY 2024 (included in public works director report)
- PARKS: JULY 2024 (included in public works director report)
- RECYCLING: JULY 2024 (included in public works director report)
- TID #1: JULY 2024

17. Other information requiring NO board action:

- League Fall Annual Conference – October 23-25 Madison
- Zoning Administrator Committee – Monday, August 19th at 8:30 AM
- Joint Review Board – Monday, August 26st at 2 PM
- Planning Commission – Monday, August 26st at 3 PM
- Joint Review Board - Monday, September 16th at 2 PM
- WTA Conference – October 6-8 Stevens Point

18. CLOSED SESSION: Motion to convene in closed session on the following matters: State Statute 19.85(1)(g) – Conferring with legal counsel for legal advice concerning strategy to be adopted by the board with respect to litigation or enforcement matters in which the board or its designees are likely to become involved: complaints – Motion to go into closed session to include full Village Board, Village President, Village Clerk, Village Deputy Clerk, Public Works Director, and Police Chief made by Kramp and second by Schuettpelz. All ayes. Motion carried. Went into closed session at 6:02 PM

NO PHONES OR OTHER RECORDING DEVICES ALLOWED

19. OPEN SESSION: Motion to convene in Open Session to make motions from closed session. – No action taken. Returned to open session at 6:19 PM
20. ADJOURNMENT – next board meeting Tuesday, September 10, 2024, at 5 PM. Motion to adjourn made by Kramp and second by Bengtson. All ayes. Motion carried. Meeting adjourned at 6:19 PM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher