

MINUTES
VILLAGE OF SURING BOARD MEETING
TUESDAY, JANUARY 14, 2025 AT 5:00 PM

1. **Meeting Called to Order** by Village President Steffeck at 5:00 pm.
Roll Call: Bengtson (via phone), Kohlwey, Kramp, Nieling, School, Schuettepelz, and Steffeck, Also present: Clerk-Treasurer Kim Gruetzmacher, Deputy Clerk-Treasurer Pat Sleeter, Public Works Director Jeff Tienor, Police Chief Kevin Schneider, and Police Chief Mason Wagner. Public: James Herald, Nikki Herald, Seth Tobison, Sherry Benzshawel, James Benzshawel, Torie Wagner, Scott Wagner, Debbie Wagner, and Matt Brabrandt.
2. **Pledge of Allegiance** was recited by all, and the invocation provided by Clerk-Treasurer.
3. **Agenda** motion to approve agenda was made by Nieling and second by Schuettepelz. All ayes. Motion carried. **Open Meeting Notice** statement made by Clerk-Treasurer.
4. **Public Input** Clerk provided report of Deer Carcass Program to Village Board provided by DNR.
5. **Chief Wagner Oath of Honor and Pinning Ceremony**: The Village welcomed new police chief for the Village, Mason Wagner. Clerk provided the swearing in of Chief Wagner.
6. **Minutes** of the DECEMBER meeting(s) were approved with a motion by School and second by Nieling. All ayes. Motion carried.
7. **Operator Licenses**: Discussion and possible action on operator license for April Sanapaw. – No action taken. Held for February Village board meeting for review.
8. **Mobile Home Park License**: Motion to contact village attorney to prepare a cease and desist letter if park is not in compliance by February 28, 2025 made by Nieling and second by Schuettepelz. All ayes. Motion carried. Village board discussed that this issue has been going on for over two years, owner needs to enforce his own rules and needs to maintain park. Village board wants to make note that they will not entertain Mr. Braun transferring the mobile home park application to a family member's name to divert the process.
9. **Lot on Corner of Brook Street & Manor Drive Log Pile**: Motion to approve sending a letter with a 30 day due date to remove the logs, no extension, or a citation will be issued made by School and second by Kramp. All ayes. Motion carried. Village board discussed that back in June/July they worked with Mr. Perry and gave him an extension to January 1, 2025, which Mr. Perry agreed to at the time.
10. **Art Bahr – MAS**: Bahr was not present, no new report.
11. **Comprehensive Plan Resolution**: Motion to approve Resolution 01-2025 Resolution to Establish Public Participation Procedures for Comprehensive Plan made by Kohlwey and second by Kramp. All ayes. Motion carried.
12. **Citizen Participation Plan Resolution**: Motion to approve Resolution 02-2025 Resolution to Adopt Citizen Participation Plan made by Schuettepelz and second by Kramp. All ayes. Motion carried.
13. **Clifton Larsen Allen Audit Agreement**: Motion to accept the 2024 audit agreement and consider alternative auditor for next year made by Kohlwey and second by Schuettepelz. All ayes. Motion carried.
14. **Treasurer's Report * Clerk's Report**: DECEMBER 2024 treasurer's report was given by treasurer and motion to approve was made by Kramp and second by Nieling. All ayes. Motion carried. DECEMBER 2024 clerk's report was given by the Clerk-Treasurer and motion to approve Clerk's report was made by Kramp and second by Kohlwey. All ayes. Motion carried. Clerk reported past due utility accounts, building inspector update, audit prep is underway, election to be held on February 18, 2025, election accessibility report results, grant updates, cleaning service update, and upcoming meetings schedule.
Motion to approve quote with Dearco for additional blinds for village hall made by Schuettepelz and second by Nieling. 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 School and second by Nieling.

VOUCHERS JAN 01- 36

General Fund:	\$	31,106.08
Fire Dept:	\$	3,731.29
TID #1:	\$	2,195.00

Water Dept: \$ 5,993.25

Sewer Dept: \$ 6,136.39

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

16. DEPARTMENT REPORTS

- **POLICE DEPARTMENT:** Chief Schneider gave report his final report for the Village of Suring for DECEMBER, 2024, noting 74 calls for service, 3 citations issued, training new Chief, update on Shop with a Cop, update on drug arrests, and school traffic. Motion to approve police department report was made by Schuettepelz and second by Nieling. All ayes. Motion carried. The Village Board thanked Chief Schnieder for all of contributions to the Village during his time here.
- **FIRE DEPARTMENT:** report for DECEMBER 2024, was presented noting 1 regular meetings, 1 EMS lift assist in Village of Suring call, 1 EMS lift assist in Town of How, 1 EMS lift assist in Town of Maple Valley, 1 false alarm in Town of Maple Valley, and 1 training session. Motion by Kramp and second by Schuettepelz to approve the Fire Department report as presented. All ayes. Motion carried.
- **PUBLIC WORKS:** Public Works Director reported for DECEMBER 2024, Red Maple meter update, arsenic level update, wells working good, treatment plant having some issues, water tower update, recycle center update, village hall furnace update. Motion to approve public works report was made by Kramp and second by School. All ayes. Motion carried.
- **WATER DEPARTMENT:** DECEMBER 2024 (included in public works director report)
 - Discussion and possible action on Water and Sewer 2025 budget – No action taken. Bring to February Village Board meeting for review and approval.
- **SEWER DEPARTMENT:** DECEMBER 2024 (included in public works director report)
- **STREETS:** DECEMBER 2024 (included in public works director report)
- **PARKS:** DECEMBER 2024 (included in public works director report)
- **RECYCLING:** DECEMBER 2024 (included in public works director report)
- **TID #1:** DECEMBER 2024 – no additional report.

17. Other information requiring NO board action:

- Public Hearing for CDBG Planning Grant – Tues. February 11th at 5:00 PM
- Planning Commission Meeting – Wed. January 22nd at 5:00 PM

18. CLOSED SESSION: Motion to convene in closed session on the following matters: State Statute 19.85(1)(c) – Personnel and 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 designee are likely to become involved. No closed session.

19. OPEN SESSION: Motion to convene in Open Session to make motions from closed session. – N/A

20. ADJOURNMENT – next board meeting Tuesday, February 11, 2025, at 5 PM. Motion to adjourn made by Kramp and second by Schuettepelz. All ayes. Motion carried. Meeting adjourned at 6:20 PM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher