

MINUTES
VILLAGE OF SURING BOARD MEETING
TUESDAY, JULY 8, 2025 AT 5:00 PM

1. Meeting Called to Order by Village President Steffek at 5:00 pm.
Roll Call: Kohlwey, Kramp, Nieling, School, Schuettpelz, and Steffek, Also present: Clerk-Treasurer Kim Gruetzmacher, Deputy Clerk-Treasurer Pat Sleeter, and Public Works Director Jeff Tienor. Public: Library Director, Jill Trochta and Ken Holmes. Trustee Miller was absent.
2. Pledge of Allegiance was recited by all, and the invocation provided by Clerk-Treasurer.
3. Agenda motion to approve agenda was made by Kramp and second by Nieling. All ayes. Motion carried.
Open Meeting Notice statement made by Clerk-Treasurer.
4. Public Input None.
5. Minutes of the JUNE meeting(s) were approved with a motion by Schuettpelz and second by Kramp. All ayes. Motion carried.
6. Suring Public Library: Annual update from Library Director was given to the Village Board. Director gave update on programming and the summer reading programs, Info Soup Road Trip where people can visit area libraries, State Park Pass Program is available for the summer, working on a Library Trivia Night event coming in the future, and gave updating on how the public can come in and fill out a postcard to go to area legislative representatives to assist with federal funding for the library – all from the public encouraged to come and fill out a postcard.
7. Golf Cart License Renewal: Motion to approve golf cart license renewal for Nancie Bayer made by Nieling and second by Schuettpelz. All ayes. Motion carried.
8. Annual Suring Car Show (Luke Krueger): Krueger was not present, no new update.
9. Art Bahr – MAS: Bahr was not present, no new report.
10. Building Inspector: Discussion and possible action on building inspector services – no action taken. Clerk brought information from MSA Professional Services in regarding to contracting for as needed services. Village board requested that clerk contact MSA Professionals as see if a representative is available for the zoning administrator committee meeting on August 11, 2025.
11. League of Wisconsin Municipalities Insurance: Discussion and possible action on cybersecurity policy on 2025-2026 Insurance policy – No action taken. Once VC3 Cybersecurity grant items are complete then will review policy limits.
12. Vibrancy Grant: Motion to approve vibrancy grant for downtown business district as presented made by Kohlwey and second by Nieling. All ayes. Motion carried.
A draft vibrancy grant details and application were presented to the village board for review. Businesses in the downtown district will by the option to apply for a 50/50 match grant for a maximum grant of \$250. Application due dates are April 1st and September 1st of each year. Up to two grants will be awarded annually. Information will be posted on the village website for those who want to review.
13. Treasurer's Report * Clerk's Report: JUNE 2025 –treasurer's report was given by treasurer and motion to approve was made by Kramp and second by Nieling. All ayes. Motion carried. JUNE 2025 clerk's report was given by the Clerk-Treasurer and motion to approve Clerk's report was made by Schuettpelz and second by Kramp. All ayes. Motion carried. Clerk reported past due utility accounts, building inspector update, inquiry on ordinance question on square footage minimum requirement of new construction, convenience store request to sell CBD products, downtown redevelopment grant items and open house debrief, grants updates, update on one establishment who still did not send in alcohol renewal paperwork, national night out volunteer request, clerk office schedule update with vacations, and upcoming meetings. Motion to not approve the sale of CBD products due to ordinance made by School and second by Kohlwey. All ayes. Motion carried.
14. 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 Nieling.

VOUCHERS JULY 01-25

General Fund: \$ 35,681.57

Fire Dept: \$ 1,041.34
Water: \$ 29,604.05
Sewer: \$ 1,879.83

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

15. DEPARMENT REPORTS

- **POLICE DEPARTMENT**: No new officer, no report.
- **FIRE DEPARMENT**: report for JUNE 2025, was presented noting 2 regular meetings, 2 Town of Spruce Calls (wire on branches, fire alarm), 3 EMS Calls (Village of Suring -1, Town of Maple Valley – 1, and Town of Breed – 1), 1 Town of How false alarm, 1 Town of Breed set landing zone, 1 MABAS to Oconto Falls, 1 training with Oconto Falls, 1 Village of Suring vehicle accident, and 1 Village of Suring carbon monoxide alarm. Motion by Kramp and second by Nieling to approve the Fire Department report as presented. All ayes. Motion carried.
- **PUBLIC WORKS**: Public Works Director reported for JUNE 2025, asset management list for river crossing grant project completed and turned in, Wells 1 & 2 working good, Well 3 back wash issue update, sewer treatment plant issue being investigated further, curb painting on streets has started, question for board on having Village property reviewed by forester to see about removing ash trees before they are all dead, speed trailer was placed for the busy weekend, grader has been relocated, park updates, employee training schedule updates. Motion to approve public works report was made by Nieling and second by Schuettpelz. All ayes. Motion carried.
- **WATER DEPARTMENT**: JUNE 2025 (included in public works director report)
- **SEWER DEPARTMENT**: JUNE 2025 (included in public works director report)
- **STREETS**: JUNE 2025 (included in public works director report)
- **PARKS**: JUNE 2025 (included in public works director report)
- **RECYCLING**: JUNE 2025 (included in public works director report)
- **TID #1**: JUNE 2025– no additional report.

16. Other information requiring NO board action:

- Planning Commission – July 22nd at 5:30 PM
- Zoning Administrator Committee Meeting – Wednesday, July 16th at 8:30 AM
- League of WI Municipalities – Budget Webinar for Village board – July 15th 9 AM to Noon
- League of WI Municipalities – Summer Meeting in Green Bay – July 30th & 31st
- National Night Out – Veteran Park – Tuesday, August 5th 6 PM – 8 PM

17. 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 designee are likely to become involved. No closed session needed.

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

19. ADJOURNMENT – next board meeting Tuesday, August 12, 2025, at 5 PM. Motion to adjourn made by Kramp and second by Schuettpelz. All ayes. Motion carried. Meeting adjourned at 6:31 PM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher