

MINUTES
VILLAGE OF SURING BOARD MEETING
TUESDAY, DECEMBER 9, 2025 AT 5:00 PM

1. Meeting Called to Order by Village President Steffeck at 5:00 pm.
Roll Call: Kohlwey, Kramp, Miller, Nieling, School, Schuettpelz, and Steffeck, Also present: Clerk-Treasurer Kim Gruetzmacher, Deputy Clerk-Treasurer Pat Sleeter, Public Works Director Jeff Tienor, Police Chief Daniel Woodke, Art Bahr (MSA Professionals) and Phil Kriesel (MSA Professionals).
2. Pledge of Allegiance was recited by all, and the invocation provided by Clerk-Treasurer.
3. Agenda motion to approve agenda was made by Miller and second by Nieling. 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 Kramp and second by School. All ayes. Motion carried.
6. Operator License: Motion to approve operator license for Makayla Hansen (Dollar General) made by Schuettpelz and second by Kramp. All ayes. Motion carried
7. Art Bahr – MAS:
 - Motion to approve Resolution 10-2025 to Adopt the Comprehensive Outdoor Recreation Plan made by Kramp and second by Nieling. All ayes. Motion carried.
 - Motion to approve Professional Service Agreement with MSA for the River Crossing Project made by Kramp and second by Schuettpelz. All ayes. Motion carried.
 - Motion to approve Professional Service Agreement with MSA for the Safe Drinking Water Loan Administration made by Schuettpelz and second by School. All ayes. Motion carried.
8. Oconto County IT Contract: Discussion and possible action on Memorandum of Understanding for IT services with Oconto County - No action taken, already approved at prior board meeting.
9. Election Workers for 2026-2027: Motion to appointment election workers for the 2026-2027 election cycle as presented made by Kramp and second by School. All ayes, Nieling abstained. Motion carried.
10. Treasurer's Report * Clerk's Report: NOVEMBER 2025 –treasurer's report was given by treasurer and motion to approve was made by Kramp and second by School. All ayes. Motion carried. NOVEMBER 2025 clerk's report was given by the Clerk-Treasurer and motion to approve Clerk's report was made by Nieling and second by Kramp. All ayes. Motion carried. Clerk reported past due utility accounts, building inspector update, IT Services update, park grants update, fire department grants update, need for ordinance committee meeting to discuss UTV/ATV access from Town of How to Village via the bridge on Hwy 32, year-end update, audit update, and holiday clerk office schedule.
11. 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 Schuettpelz.
VOUCHERS DEC 01-24
General Fund: \$ 14,014.38
Fire Dept: \$ 8,361.04
Water: \$ 1,930.49
Sewer: \$ 5,204.29
ROLL CALL VOTE: AYES: Kohlwey, Kramp, Miller, Nieling, School, Schuettpelz and Steffeck. NAYS: None.
Motion carried.
12. DEPARMENT REPORTS
 - POLICE DEPARTMENT: Chief Woodke reported 52 calls for service, and 3 citations issued during the month. Chief reported assisting the Suring Public School while the School Resource Officer was replaced, training updates, annual reporting update with State of Wisconsin, varying patrol hours to address complaints, and presented department goals for 2026. Motion to approve Chief's report as presented made by Kramp and second by Nieling. All ayes. Motion carried.

- **FIRE DEPARTMENT**: report for NOVEMBER 2025, was presented noting 1 regular meeting, 2 EMS lift assists, 2 Village of Suring Calls (false alarm & vehicle fire), 3 Town of How Calls (vehicle accident/traffic control, false alarm, and grass fire), and 2 MABAS calls to City of Oconto Falls. 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 NOVEMBER 2025, Rural Water came to assist with energy assistance for all our locations, WI DNR Sanitary Survey date update, wells working good, treatment plant having issue again, same as last year, equipment update, and Christmas décor is all installed. Motion to approve public works report was made by Schuettepelz and second by Nieling. All ayes. Motion carried.
 - Discussion and possible action on flooring at Clinic. – No action taken. Village board asked public works director to review and then schedule a committee meeting after the holidays.
- **WATER DEPARTMENT**: NOVEMBER 2025 (included in public works director report)
- **SEWER DEPARTMENT**: NOVEMBER 2025 (included in public works director report)
- **STREETS**: NOVEMBER 2025 (included in public works director report)
- **PARKS**: NOVEMBER 2025 (included in public works director report)
- **RECYCLING**: NOVEMBER 2025 (included in public works director report)
- **TID #1**: NOVEMBER 2025– no additional report.

13. Other information requiring NO board action:

- Annual Gingerbread House contest voting – December 9th – December 19th
- Ordinance Committee Meeting – TBD after holidays

14. 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: accounts payable invoice. Motion to go into closed session to include Village President, Village Board members present, Village Clerk, Deputy Clerk, Police Chief and Director of Public Works made by Schuettepelz and second by Nieling. All ayes. Motion carried. Entered closed session at 5:40 PM.

15. OPEN SESSION: Motion to convene in Open Session to make motions from closed session. Returned to open session at 5:56 PM. Motion to pay \$120 and not remainder of invoice for IT Services made by Kramp and second by School. All ayes. Motion carried.

16. ADJOURNMENT – next board meeting Tuesday, January 13, 2026, at 5 PM. Motion to adjourn made by Kramp and second by Nieling. All ayes. Motion carried. Meeting adjourned at 5:57 PM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher