

VILLAGE BOARD MEETING

Monday, January 8, 2024

6:00 pm

Minutes

1. Call to order

The monthly meeting of the Reedsville Village Board was called to order on Monday, January 8, 2024, at 6:00 PM by Village President Al Schreiber.

2. Pledge of Allegiance

3. Roll call

Present were: Andy Bubolz, Becca Fox, Terry Hansen, Jennifer Maertz, Chad Rataichek, and Jack Siebert.

Absent: none

4. Approval of Agenda

A motion was made by Siebert and seconded by Hansen to amend the agenda to include a fence concern. Motion carried 6-0.

5. Public Appearances

- a. Public Input: none
- b. Visitors: none

6. Approval of Minutes:

- A motion was made by Maertz and seconded by Hansen to approve the December 11, 2023 meeting minutes as presented. Motion carried 5-0. (Rataichek abstained)
- A motion was made by Fox and seconded by Bubolz to approve the December 28, 2023 meeting minutes as presented. Motion carried 6-0.
- A motion was made by Fox and seconded by Hansen to approve the January 2, 2024 meeting minutes as presented. Motion carried 6-0

7. Treasurer's Reports/Bills

A motion was made by Rataichek and seconded by Siebert to approve the accounts payable in the amount of \$559,335.81 and payroll in the amount of \$17,887.07. Motion carried 6-0.

8. Correspondence

- a. Valders Ambulance Service December 2023 Report was presented for review
- b. A motion was made by Rataichek and seconded by Hansen to approve the Mobile Home Park application from Meadowbrook MHP LLC. Motion carried 6-0.
- c. A motion was made by Maertz and seconded by Hansen to approve the 2024 Agreement with Eastshore Humane Assn, Inc. Motion carried 6-0.
- d. Discussion on the Certified Survey map was postponed until the next regular schedule Village Board meeting.
- e. A motion was made by Fox and seconded by Siebert to approve the Operator License Application from Ellen Dietrich. Motion carried 6-0.

9. Department Reports

a. First Responders

First Responders Vice President, Nicole Stotzheim submitted a written report.

- December 2023: 12 calls TOTAL FOR 2023: 149
 - i. A motion was made by Hansen and seconded by Maertz to send letters to the Towns of Cato and Maple Grove asking them to attend the next regular schedule Village Board meeting to discuss the EMS Service Agreement and the dispatching concern. Motion carried 6-0. The First Responders will need to adjust their budget to balance out for the shortage in fees collected.
 - ii. A motion was made by Fox and seconded by Hansen to accept the resignation from Dakota Downey. Motion carried 6-0.

b. Fire Department

Fire Chief Jason Schuh submitted a written report.:

- December 2023 – 2 Calls 2023 Yearly Total – 63 calls

c. Clerk-Treasurer – Mary Jo Krahn

- i. Stephanie Stiefvater resignation was presented. No action taken.
- ii. Clerk-Treasurer job description needs to be reviewed before posting ad for the Deputy Clerk-Treasurer position.
- iii. Maertz will administer the Village Facebook page, Krahn will do updates to the website and Fox will do the Reedsville News until an individual can be hired.
- iv. Krahn gave an update on the property located at 504 Manitowoc St. Village personnel will maintain the property and put the fee on the property taxes.
- v. Correspondence was presented regarding Atty Katherine Reynolds retirement. A motion was made by Maertz and seconded by Rataichuk to send a request for proposals to the attorneys Reynold recommended. Also, to contact other municipalities to see who they use and send the RFP to those attorneys. Motion carried 6-0.
- vi. The discussion on sewer rates was postponed to the next regular scheduled Village Board meeting.
- vii. A motion was made by Fox and seconded by Hansen to approve the SMS Mass Notification Policy as presented. Motion carried 6-0.

d. President Report – Al Schreiber

- i. A motion was made by Maertz and seconded by Hansen to move forward regarding the Hardball field with the Reedsville School District with the written stipulation that the Pony and Colts have access to the field during county play. Motion carried 6-0.
- ii. The discussion on the Joint Powers Agreement with Manitowoc County and the Planning Committee was postponed to the next regular scheduled Village Board meeting.
- iii. A discussion on held regarding a fence installation. The Building Inspector will be asked to attend the next regular scheduled Village Board meeting.
- iv. The discussion on changing the Village Board meeting ordinance was postponed to the next regular scheduled Village Board meeting.

e. Police Department

Police Chief, Kirk Schend, submitted a written report.

- i. Maertz will send Schend the items she would like to be included in the Law Enforcement proposal from the City of Brillion.

- ii. Schend will contact other municipalities regarding what they have for police coverage and at what cost.

f. Public Works / Utility Department

Public Works Director Jason Maertz (not in attendance) submitted a written report.

- i. A motion was made by Siebert and seconded by Hansen to approve the proposal from O'Hearn Equipment Repairs to fix the sweeper in the amount of \$3,155.25. Motion carried 6-0.
- ii. A motion was made by Siebert and seconded by Hansen to purchase a Milwaukee Press Tool in the amount of \$3,829.99. Motion carried 6-0.
- iii. The discussion on the remaining items for the USDA Grant was postponed to the next regular scheduled Village Board meeting.
- iv. Schreiber gave an update on the Well #3 and WWTP facility projects.

- 10. At 7:43 pm a motion was made by Siebert and seconded Fox to convene into Closed Session, pursuant to WI State Statute Section 19.85(1) (c) to conduct business which requires a closed session to consider performance evaluation data of any employee over which the governmental body has jurisdiction or exercises responsibility. Motion carried 6-0.
- 11. At 8:03 pm a motion was made by Siebert and seconded by Rataichek to reconvene into Open Session. Motion carried 6-0.
- 12. **Upcoming Meetings:** The next regular monthly meeting will be held on Monday, February 12, 2024 at 6:00 PM.
- 13. **Adjournment:** A motion was made by Fox and seconded by Bubolz to adjourn the meeting. Motion carried 6-0. Meeting adjourned at 8:03 PM.

Respectfully submitted
Mary Jo Krahn
Clerk-Treasurer