

**Reedsville Village Board
Regular Meeting Minutes
Monday, October 13, 2025**

1. Call Meeting to Order
The meeting was called to order by President Siebert at 6:00 PM on Monday, October 13, 2025, at the Reedsville Village Hall.
2. Pledge of Allegiance
3. Roll call
Present: Trustees: Bubolz, Hansen, Fox, Kasbaum, Maertz, Parsley, and Siebert.
Others present: Clerk/Treasurer Stiefvater, Deputy Clerk/Treasurer Hillmann, Police Chief Schend, DPW Jason Maertz, OIC Tanner Raddatz, Fire Chief Schuh, First Responder Marco Morales (on behalf of Nicole Stotzheim), Eric Fowle (Cedar Corp) and Ramona Fan (Ayres).
4. Minutes of Meeting: 9/8/25, 9/15/25, 9/24/25
A motion was made by Trustee Maertz and seconded by Trustee Kasbaum to approve the September 8th, 2025 meeting minutes as presented, motion carried 6-0 (abstained- Trustee Bubolz).
A motion was made by Trustee Fox and seconded by Trustee Maertz to approve the September 15th, 2025 special meeting minutes as presented, motion carried.
A motion was made by Trustee Bubolz and seconded by Trustee Hansen to approve the September 24th, 2025 special meeting minutes as presented, motion carried 6-0 (abstained- Trustee Maertz).
5. Public Input/Visitors: Eric Fowle (Cedar Corp)
Eric Fowle a Senior Planner from Cedar Corporation, gave a PowerPoint presentation on the variety of services they offer. He mostly highlighted the planning and zoning services they offer. Fowle also noted the Village's Zoning Ordinances and Comprehensive Plan is outdated and recommends working in phases to update the Zoning and Comprehensive Plan. A motion was made by Trustee Hansen and seconded by Trustee Fox to approve the contract with Cedar Corporation Planning & Zoning Consulting Services. Roll call indicated: Ayes- 6; Nays- 1 (Trustee Maertz); Absent- 0. Motion carried.
6. Treasurer Report/Bills
Clerk/Treasurer Stiefvater presented the general fund bills in the amount of \$121,412.50, debt service fund bills in the amount of \$18,238.32, water fund bills in the amount of \$18,130.43, and sewer fund bills in the amount of \$10,130.73. A motion was made by Trustee Maertz and Trustee Hansen to approve the bills totaling \$167,911.98 and payroll in the amount of \$75,931.94. Roll call indicated: Ayes- 7; Nays-0; Absent-0, motion carried.
7. Correspondence
 - a. Valders Ambulance Service Report – September 2025
8. Department Reports
 - a. President Report – Jack Siebert
President Siebert provided an update on a meeting with Jamie from Progress Lakeshore, Clerk-Treasurer Stiefvater, Deputy Clerk-Treasurer Hillmann. He introduced Superintendent Mike Nate to Jamie for potential collaboration between

Progress Lakeshore and the School District. Siebert also noted the Clerks and himself have a monthly meeting scheduled with Jamie going forward.

- b. First Responders – President Nicole Stotzheim submitted a written report. First Responder Marco Morales provided an update on behalf of Nicole Stotzheim. Town of Cato signed the EMS Agreement for 2025 and 2026. Town of Rockland will sign the EMS Agreement for 2026.

Calls for the month of September: 21 YTD: 132

- c. Fire Department – Fire Chief Jason Schuh submitted a written report.

Calls for the month of September: 5 YTD: 52

- d. Police Department- Police Chief, Kirk Schend submitted a written report.
 - i. A motion was made by Trustee Hansen and seconded by Trustee Parsley to approve the 2026 Reedsville/Brillion Law Enforcement Agreement. Roll call indicated: Ayes-5; Nays- 2 (Trustees: Bubolz & Maertz); Absent: 0. Motion carried.
- e. Utility Dept – Operator-in-Charge, Tanner Raddatz submitted a written report.
 - i. Tanner provided an update on WWTP.
 - ii. Tanner provided an update on Well 3 project is nearly complete and ready to run in the near future.
 - 1. A motion was made by Trustee Maertz and seconded by Trustee Fox to approve Rohde Brothers pay application 11 in the amount of \$81,350.00. Roll call indicated: Ayes- 7; Nay- 0; Absent-0. Motion carried.
 - 2. A motion was made by Trustee Fox and Trustee Hansen to approve the Treatment Disbursement request #11. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
 - 3. A motion was made by Trustee Hansen and Trustee Kasbaum to approve the Envirogen Technologies proposal for spare actuator valves in the amount of \$4,546.62. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
 - iii. A motion was made by Trustee Hansen and seconded by Trustee Kasbaum to approve PJ Kortens proposal for Manitowoc Street lift station panel upgrade in the amount of \$150,000 - \$160,000.00 using replacement funds. Roll call indicated: Ayes-7; Nays-0; Absent-0. Motion carried.
- f. Public Works – Director of Public Works, Jason Maertz submitted a written report.
 - i. A motion was made by Trustee Maertz and seconded by Trustee Hansen to approve the Ayres proposal for professional services related to the 3rd Street LRIP in the amount of \$3,500.00. Roll call indicated: Ayes- 7; Nays- 0; Absent: 0. Motion carried.
 - ii. Ramona provided an update on the Ayres proposal for the 6th Street (ARIP) engineering services. A motion was made by Trustee Fox and seconded by Trustee Hansen to approve the Ayres proposal for the 6th Street (ARIP) engineering services in the amount of \$2,750.00. Roll call indicated: Ayes- 6; Nays- 0; Absent: 0. (Trustee Bubolz abstained)

- iii. A discussion took place regarding the need for a part-time snow helper. Efforts will continue to source additional assistance.
- iv. A motion was made by Trustee Bubolz and seconded by Trustee Fox to approve the sale of the WWTP propane tank. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
- v. A motion was made by Trustee Bubolz and seconded by Trustee Kasbaum to approve O’Hearn’s proposal for plow truck repairs in the amount of \$2,158.43. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
- vi. A motion was made by Trustee Hansen and seconded by Trustee Bubolz to approve the Red Maple Sales LLC proposal for the roof replacement at Well #3 building in the amount of \$2,550.00. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
- vii. A motion was made by Trustee Hansen and seconded by Trustee Maertz to approve the Red Maple Sales LLC proposal for the roof replacement at Manitowoc Street Lift Station in the amount of \$1,850.00. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
- viii. A motion was made by Trustee Hansen and seconded by Trustee Maertz to approve the Red Maple Sales LLC proposal for roof replacement at WWTP shed building in the amount of \$11,400.00. Roll call indicated: Ayes- 6; Nays- 1 (Trustee Kasbaum); Absent- 0. Motion carried.
- ix. A motion was made by Trustee Hansen and seconded by Trustee Fox to approve the Red Maple Sales LLC proposal for WWTP building in the amount of \$8,296.25. Roll call indicated: Ayes- 6; Nays- 1 (Trustee Kasbaum); Absent- 0. Motion carried.
- x. A motion was made by Trustee Bubolz and seconded by Trustee Hansen to approve the Donald Hietpas & Son proposal for repairs to the storm drain inlets on Sunset Drive/Park Street in the amount of \$13,900.00 using capital projects funds. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
- g. Clerk-Treasurer – Stephanie Stiefvater
 - i. A motion was made by Trustee Maertz and seconded by Trustee Hansen to approve the Onward Accounting & Consulting Proposal for preparation of conventional water rate case in the amount of \$4,900.00. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
 - ii. A motion was made by Trustee Bubolz and seconded by Trustee Fox to approve the Onward Accounting & Consulting proposal for sanitary sewer rate study in the amount of \$900.00. Roll call indicate: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
 - iii. A motion was made by Trustee Maertz and seconded by Trustee Fox to approve the Ordinance 2025-04, An Ordinance Creating the Adoption of Wisconsin Administrative Code SPS Chapter 316 and Wisconsin Administrative Code SPS Chapter 361-366. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
 - iv. A motion was made by Trustee Fox and seconded by Trustee Hansen to approve Resolution 2025-09, A Resolution to borrow \$500,000.00 for

capital projects. Roll call indicated: Ayes- 7; Nays- 0; Absent- 0. Motion carried.

9. At 8:23 PM, a motion was made by Trustee Bubolz and seconded by Trustee Kasbaum to go into Closed Session Pursuant to WI Statute Section 19.85(1)(c) to consider employment, promotion, compensation or performance of any public employees over which the Village of Reedsville has jurisdiction or exercises responsibility. This pertains to the police department. Roll call indicated as follows: Ayes- 7; Nays- 0; Absent- 0. Motion carried.
10. At 8:59 PM, a motion was made by Trustee Hansen and seconded by Trustee Kasbaum to go into Open Session Pursuant to WI Statute Section 19.85(2) for possible decision. Roll call indicated as follows: Ayes- 7; Nays-0; Absent-0. Motion carried. No action taken.
11. Upcoming Meetings
 - a. The next regular monthly meeting will be held on Monday, November 10th, 2025 at 6:00 PM.
12. Adjournment

A motion was made by Trustee Fox and seconded by Trustee Hansen to adjourn the meeting at 9:0 PM, motion carried 7-0.

Respectfully submitted by:
Carissa Hillmann
Deputy Clerk-Treasurer