

**Reedsville Village Board
Regular Meeting Minutes
Monday, May 11, 2026**

1. Call Meeting to Order

The meeting was called to order by President Siebert at 6:00 PM on Monday, May 11th, 2026, at the Reedsville Village Hall.

2. Pledge of Allegiance

3. Roll call

Present: Trustees Bubolz, Hansen, Maertz (arrived at 6:50 pm), Parsley and Siebert.

Others present: Chief Kirk Schend Police Department, Jason Schuh Fire Chief, Tanner Raddatz OIC, Clerk-Treasurer Stiefvater, Deputy Clerk-Treasurer Hillmann, Jamie Mangin, Tom Wenzel and Craig Schuh Ayres Engineer.

4. Minutes of Meeting:

A motion was made by Trustee Hansen and seconded by Trustee Bubolz to approve the April 13th, 2026 meeting minutes as presented. All in favor, motion carried.

5. Public Input/ Visitors:

Tom Wenzel and Jamie Mangin attended the meeting as representatives of the RAA.

Discussion focused on the cost of lawn mowing and trimming services at Gary Pautz Field. Craig Schuh of Ayres Associates and Leo of Applied Technologies (via Microsoft Teams) provided an update on the Village's upcoming wastewater treatment plant (WWTP) improvement project. Final plans and specifications are expected to be completed by the end of the week. The project is necessary to meet Wisconsin Department of Natural Resources (DNR) requirements and bring the facility into compliance with current regulations. Project bidding is scheduled for June 4, 2026, at 10:00 a.m., with notices to be published in the Brillion News. Discussion included several required WWTP improvements. The existing screening system, which prevents debris from entering the treatment process, must be maintained and upgraded to ensure proper wastewater flow throughout the facility. Chemical storage drums currently housed in an existing building must be relocated and covered in accordance with DNR requirements. Due to the deteriorated and unsafe condition of the current structure, a new building will be constructed south of the existing headworks building. Additional project improvements include updates to HVAC, plumbing, electrical systems, and facility fixtures. These improvements are expected to extend the service life of the clarifier by approximately 20 years and the mechanical building by 40 to 50 years. Water system upgrades were also discussed to address areas experiencing low water pressure and improve overall system performance. Improvements to the sludge thickening process will include modifications to unsafe access areas and the installation of piping to connect existing unused pumps. These enhancements will improve sludge thickening efficiency by increasing solids concentration, reducing water content and overall sludge volume, and lowering long-term operating costs.

6. Treasurer Report/Bills

Clerk Stiefvater presented the general fund bills in the amount of \$58,798.70, water fund bills in the amount of \$11,413.54 and sewer fund bills in the amount of \$13,217.80. A motion was made by Trustee Bubolz and Trustee Maertz to approve the bills totaling \$83,430.04 and payroll in the amount of \$39,051.88. Roll call indicated: Ayes-5; Nays-0; motion carried.

7. Correspondence

- a. Valders Ambulance Service Report – April 2026
- 8. Department Reports
 - a. President Report – Jack Siebert
 - i. Discussion was held regarding the appointment of Village Trustees. At this time, there are no residents expressing interest in filling the two vacant trustee positions.
 - ii. A motion was made by Trustee Hansen and seconded by Trustee Bubolz to appoint Trustee Parsley to the Progress Lakeshore Board. All in favor, motion carried.
 - iii. Discussion was held regarding the creation and appointment of Village committees. Action on this matter has been postponed until the vacant Trustee positions have been filled.
 - b. First Responders – President Nicole Stotzheim submitted a written report.
Calls for the month of April: 9 YTD: 71
 - i. Discussion was held regarding the resignation of President Nicole Stotzheim. No action was taken, and Nicole Stotzheim will continue to serve as President of the First Responders.
 - c. Fire Department – Fire Chief Jason Schuh submitted a written report.
Calls for the month of April: 5 YTD: 25
 - i. A motion was made by Trustee Maertz and seconded by Trustee Parsley to approve the new firefighter application for Carter Ott. All in favor, motion carried.
 - d. Police Department – Police Chief Kirk Schend submitted a written report.
 - e. Utility Dept – Operator-In-Charge, Tanner Raddatz submitted a written report.
 - i. Craig provided an update on the WWTP Project.
 - ii. Craig provided an update on the Well #3 Project.
 - f. Public works – Director of Public Works, Jason Maertz submitted a written report.
 - i. A motion was made by Trustee Maertz and seconded by Hansen to approve the \$80.00 per cut at the RAA field. All in favor, motion carried.
 - ii. A motion was made by Trustee Maertz and seconded by Trustee Bubolz to approve Manitowoc County Highway Department proposal to repair various asphalt patches in the amount of \$11,200. Roll call indicated: Aye-5; Nay-0; motion carried. Northeast Asphalt also submitted a proposal in the amount of \$20,728.95.
 - iii. A motion was made by Trustee Hansen and seconded by Trustee Bubolz to approve the quote for Struck & Irwin Paving for slurry surfacing for Park St in the amount of \$21,943.35 for Park St and \$28,620.90 for Monroe St with use of capital projects fund. Roll call indicated: Ayes-5; Nays-0. Motion carried.
 - iv. A discussion was held regarding quotes from Fuhmann Plumbing and Lake to Lake Plumbing for toilet replacements. No action taken, DPW will get a new quote from Lake to Lake plumbing for Kohler products.
 - g. Clerk-Treasurer – Stephanie Stiefvater
 - i. A motion was made by Trustee Hansen and seconded by Trustee Bubolz to approve Hopp Nuemann Humke LLP attorney proposal for legal services. Roll call indicated: Ayes- 5; Nays-0; motion carried. An attorney with Hopp

Nuemann Humke will take over as the Village attorney on July 31, 2026 as the current Village Attorney with Menn Law will be retiring.

- ii. A motion was made by Trustee Maertz and seconded by Trustee Bubolz to approve the Bay Title & Abstract quote for the title search of 48 Manitowoc St for water/sewer easement. Roll call indicated: Ayes-5; Nays-0; Absent-0, motion carried. At the April 13, 2026 meeting, the board gave verbal permission to have Craig Schuh (Ayres) complete a title search on the property. C. Schuh informed the board that they reviewed the property report from the title search and the current easement only includes the existing watermain and not the existing sewer main. Ayres recommends to create a new easement to make the easement correct.
- iii. A motion was made by Trustee Maertz to adopt Resolution 2026-02 A Resolution Authorizing the Village of Reedsville to Direct Charge Public Fire Protection seconded by Trustee Hansen. Roll call indicated: Ayes- 5; Nays-0; motion carried.
- iv. A motion was made by Trustee Maertz and seconded by Trustee Parsley to approve the Street Closure Application – 5th Street market. All in favor, motion carried.
- v. A motion was made by Trustee Parsley and seconded by Trustee Hansen to approve the Street Closure Application – Kickin for a Cause. All in favor, motion carried.
- vi. A motion was made by Trustee Hansen and seconded by Trustee Maertz to approve the sign placement request for advertisement at the corner of CTY W/US 10 & corner of Pleasant View/US 10 from Friends of St. Patrick’s with conditions of maintaining the area around the signs and contact DPW Jason Maertz for proper placement. All in favor, motion carried.
- vii. Discussion was held regarding the sewer adjustment policy. The Clerk’s will use the ideas from the board and examples to credit a policy to be presented at the next village board meeting.
- viii. A motion was made by Trustee Parsley and seconded by Trustee Hansen updating the Village Office Hours as presented and making hours effective immediately. All in favor, motion carried. The new village office hours: Monday-Thursday 8am-4pm, Friday 8am-12:00pm year-round.

9. Upcoming Meetings

- a. The next regular monthly meeting will be held on Monday, June 8, 2026 at 6:00 PM.

10. Adjournment

A motion was made by Trustee Bubolz and seconded by Trustee Hansen to adjourn the meeting at 8:25 PM, motion carried.

Respectfully Submitted:
Carissa Hillmann
Deputy Clerk-Treasurer