

**Reedsville Village Board
Regular Meeting Minutes
Monday, July 13, 2026**

1. Call Meeting to Order

The meeting was called to order by President Siebert at 6:00 PM on Monday, July 13, 2026, at the Reedsville Village Hall.

2. Pledge of Allegiance

3. Roll call

Present: Trustees Bubolz, Hansen, Kasbaum, Maertz (arrived at 6:10pm), Otto, Parsley and Siebert.

Others present: Clerk/Treasurer Stiefvater, Jason Schuh Fire Chief, Tanner Raddatz OIC, DPW Jason Maertz, Marco Morales Vice Pres. First Responders, Craig Schuh Ayres, Police Chief Kirk Schend, Jamie Zastrow (Progress Lakeshore) and Anthony Ricci.

4. Public Input/ Visitors: Jamie Zastrow from Progress Lakeshore presented the 2025 Annual Report and highlighted key accomplishments, initiatives, and economic development activities outlined in the report.

Anthony Ricci addressed the Board regarding the potential benefits of a dog park in the Village. He stated that a dog park would provide a dedicated space for residents to exercise their dogs and noted there is significant pedestrian and dog traffic on Deerview Dr. He asked the Board to consider including a dog park in future Village planning.

5. Minutes of Meeting:

A motion was made by Trustee Hansen and seconded by Trustee Maertz to approve the June 8, 2026 meeting minutes as presented. All in favor, motion carried.

6. Treasurer Report/Bills

Clerk Stiefvater presented the general fund bills in the amount of \$69,244.86, water fund bills in the amount of \$80,754.46 and sewer fund bills in the amount of \$75,297.60. A motion was made by Trustee Maertz and Trustee Hansen to approve the bills totaling \$225,296.92 and payroll in the amount of \$19,635.73. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.

7. Correspondence

- a. Valders Ambulance Service Report – June 2026

8. President Report – Jack Siebert

- a. Discussion was held regarding the creation and appointment of Village committees. No action taken at this time.

9. Department Reports

- a. First Responders – President Nicole Stotzheim submitted a written report. (Marco Morales Vice President was present)

Calls for the month of June: 17 YTD: 107

- i. A motion was made by Trustee Hansen and seconded by Trustee Maertz to approve the First Responder SOGs with a change of adding definitions for the acronyms. All in favor, motion carried.
- ii. A motion was made by Trustee Maertz and seconded by Trustee Hansen to accept first responder Richard Geiger resignation. All in favor, motion carried.

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

Calls for the month of: 8 YTD: 39

- c. Police Department – Police Chief Kirk Schend submitted a written report.
 - i. Discussion was held regarding the cost of replacing the cameras in the police squad. As no funds were budgeted for this expense in the current year, no action was taken. The item will be considered during future budget discussions.
- d. Utility Dept – Operator-In-Charge, Tanner Raddatz submitted a written report. Tanner informed the board the Village received a letter from the WI DNR requiring ammonia level testing within the water system. He noted that this is a new testing requirement that applies statewide and is not specific to the Village.
 - i. Craig provided an update on the WWTP Project.
 - 1. A motion was made by Trustee Maertz and seconded by Trustee Hansen to approve Ayres Associates proposal for professional services relating to the WWTP Clean Water Fund Loan Program Administration in the amount of \$55,000.00. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.
 - 2. A motion was made by Trustee Maertz and seconded by Trustee Kasbaum to approve Ayres Associates proposal for professional services relating to WWTP Construction Services. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.
 - ii. Craig provided an update on the Well #3 Project.
 - 1. A motion was made by Trustee Kasbaum and seconded by Trustee Bubolz to approve well #3 treatment disbursement request #17 in the amount of \$20,792.91. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.
- e. Public works – Director of Public Works, Jason Maertz submitted a written report.
 - i. Discussion was held regarding a request for reimbursement for alleged flower damage at 406 N. 3rd Street. DPW Maertz explained that while painting the curb, staff used cardboard to protect the flowers and took care to avoid stepping on them. He also noted the flowers are located within the public right-of-way. The Village Board reviewed the photographs submitted with the complaint and determined there was no visible damage to the flowers. The board further noted that the flowers are planted within the public right-of-way, where such plantings are not permitted. A motion was made by Trustee Maertz and seconded by Trustee Kasbaum to deny the reimbursement request due to the lack of visible damage and because the flowers are located within the public right-of-way. All in favor, motion carried.
- f. Clerk-Treasurer – Stephanie Stiefvater
 - i. A motion was made by Trustee Hansen and seconded by Trustee Kasbaum to adopt Resolution 2026-05, authorizing Trustee Bubolz to serve as an additional authorized signer in the absence or unavailability of the Village President. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried
 - ii. A motion was made by Trustee Maertz and seconded by Trustee Hansen to approve the appointment of Mary Ann Krogh as the resident member to the Reedsville Housing Authority board for a 5-year term. All in favor, motion carried.
 - iii. Discussion was held regarding a sewer rate increase. Clerk Stiefvater presented a preliminary draft of a sewer rate increase prepared by CPA Ginny Hinz. The draft estimates a 33% sewer rate increase to account for the new Clean Water

Fund loan associated with the upcoming WWTP project, annual sewer repayment to general fund and the updated annual equipment replacement funding requirement. The effective date of the sewer rate increase has not yet been determined. No action was taken, and the matter will be discussed further at future meetings.

- iv. Clerk Stiefvater noted that the simplified water rate increase and public fire protection charge changes are now in effect and will be reflected on the July utility bills.
 - v. Discussion was held regarding the draft subdivision/land division ordinance. Clerk Stiefvater reported that she, Deputy Clerk Hillmann, Craig Schuh, Trustee Parsley, and DPW Maertz met to discuss revisions to the ordinance. Clerk Stiefvater and Deputy Clerk Hillmann also met with Eric Fowle of Cedar Corporation to review the proposed changes. At this time, the Village has not received the updated draft reflecting those revisions. Further discussion will be held at the next Village Board meeting.
- 10. At 7:52pm, a motion was made by Trustee Hansen 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. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.
 - 11. At 9:05pm, 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: Ayes-7; Nays-0; Absent-0, motion carried. No action taken.
 - 12. Upcoming Meetings
 - a. The next regular monthly meeting will be held on Monday, August 10, 2026 at 6:00 PM.
 - 13. Adjournment

A motion was made by Trustee Hansen and seconded by Trustee Kasbaum to adjourn the meeting at 9:06 PM, motion carried.

Respectfully Submitted:
Stephanie Stiefvater
Clerk-Treasurer