Reedsville Village Board
Regular Meeting Minutes
Monday, October 12, 2026

1. Call Meeting to Order
   The meeting was called to order by President Siebert at 6:00 PM on Monday, October 12, 2026, at the Reedsville Village Hall.
2. Pledge of Allegiance
3. Roll call
   Present: Trustees Bubolz, Hansen, Kasbaum (arrived at 6:37pm), Maertz, Otto, Parsley and Siebert.
   Others present: Clerk/Treasurer Stiefvater, Jason Schuh Fire Chief, Tanner Raddatz OIC, DPW Jason Maertz, Nicole Stotzheim Pres. First Responders, Police Chief Kirk Schend, Eric Fowle (Cedar Corp), Chris Dallas, and Craig Schuh (Ayres).
4. At 6:00pm, President Siebert opened the public hearing on proposed creation and addition of Title 10 Land Division Ordinance to the Village of Reedsville's Code of Ordinances. Eric Fowle provided a brief overview of the new Land Division Ordinance. He noted that neither the Village nor he could locate an existing ordinance, so a new ordinance was drafted. He explained that the ordinance follows standard practices and that the Public Works Department and Village Engineer reviewed the document, particularly the specifications and technical items included in the latter portion of the ordinance. He also noted that the new requirements under state Act 68 have been incorporated into the ordinance. There were no comments or questions from the public. At 6:02pm, President Siebert closed the public hearing. A motion was made by Trustee Hansen and seconded by Trustee Maertz to adopt Ordinance 2026-03 An Ordinance Creating Title 10 – Land Division Ordinance of the Reedsville Municipal Code. Roll call indicated: Ayes-6; Nays-0; Absent-1 (Trustee Kasbaum), motion carried.
5. Public Input/ Visitors: Eric Fowle provided a brief overview on the preliminary draft of the zoning text amendments regarding mixed-use. He explained that an issue was brought to his attention at 427 Manitowoc St that may conflict with the current zoning ordinance regarding residential use in a business building. There were some conversations on the potential benefits of allowing mixed uses. He explained that the preliminary draft proposes creating two business zoning districts: one for traditional business uses and another for the downtown area that would allow a combination of business and residential uses. The proposed amendments would provide a framework for allowing mixed-use that is not currently permitted under the existing ordinance. He encouraged the board to review the preliminary draft and contact the Clerk or himself with any questions, comments or concerns.
6. Minutes of Meeting:
   A motion was made by Trustee Maertz and seconded by Trustee Parsley to approve the September 14, 2026 meeting minutes as presented. All in favor, motion carried.
   A motion was made by Trustee Parsley and seconded by Trustee Hansen to approve the September 23, 2026 meeting minutes as presented. All in favor, motion carried.
   A motion was made by Trustee Hansen and seconded by Trustee Parsley to approve the September 30, 2026 meeting minutes as presented. All in favor, motion carried.
7. Treasurer Report/Bills
   Clerk Stiefvater presented the general fund bills in the amount of $63,275.37, capital projects fund in the amount of $83,935.55, water fund bills in the amount of $60,418.97 and sewer

fund bills in the amount of $103,204.97. A motion was made by Trustee Bubolz and Trustee Otto to approve the bills totaling $310,834.86 and payroll in the amount of $86,468.84. Roll call indicated: Ayes-6; Nays-0; Absent-1 (Trustee Kasbaum), motion carried.

8. Correspondence
    a. Valders Ambulance Service Report – September 2026, Chris Dallas was present for any questions.
9. President Report – Jack Siebert
    a. Discussion was held regarding the USH 10 & CTH W intersection. It was mentioned that the DOT met with the board in 2025 about plans to remove the angle approach at CTH W and provide a more direct intersection alignment to improve drive visibility and intersection operations. The DOT is planning for the project to take place in 2027.
    b. Discussion was held regarding the creation and appointment of Village committees. No action taken at this time.
10. Department Reports
    a. First Responders – President Nicole Stotzheim submitted a written report.
    Calls for the month of Sept: 8 YTD: 140
    b. Fire Department – Fire Chief Jason Schuh submitted a written report.
    Calls for the month of Sept: 4 YTD: 53
        i. Chief Schuh informed the board that the County would like to pause tornado siren testing from November – March because the concern is that the sirens have a heater-overload mechanism designed to trip cold conditions and if that mechanism fails, testing in cold weather can cause damage to the siren motor. If there is a tornado during these months the siren would still be activated, this is just for testing. A motion was made by Trustee Hansen and seconded by Trustee Otto to pause siren testing for November – March. All in favor, motion carried.
    c. Police Department – Police Chief Kirk Schend submitted a written report.
    d. Utility Dept – Operator-In-Charge, Tanner Raddatz submitted a written report.
        i. Craig provided an update on the WWTP Project. He noted they had a preconstruction meeting with Village staff, contractors and the DNR. The anticipated start of the project is Spring of 2027.
        ii. Craig provided an update on the Well #3 Project. He noted that the DNR completed the final inspections but waiting on the final paperwork.
    e. Public works – Director of Public Works, Jason Maertz submitted a written report.
    f. Clerk-Treasurer – Stephanie Stiefvater
        i. Clerk Stiefvater informed the board that she received a letter from Andy Bubolz expressing his desire to donate a small parcel of vacant land to the Village as an addition to Bubolz Memorial Park. A motion was made by Trustee Hansen and seconded by Trustee Maertz to approve Resolution 2026-07 a resolution to accept a donation of vacant land from Andrew Bubolz for a proposed addition to Bubolz Memorial Park. Roll call indicated: Ayes-6; Nays-0; Absent-0; Abstained-1 (Trustee Bubolz), motion carried.
        ii. Clerk Stiefvater presented a Deputy Clerk-Treasurer job description, she stated it is very similar to the Clerk-Treasurer job description. A motion was made by Trustee Maertz and seconded by Trustee Hansen to approve the Deputy Clerk-Treasurer job description as presented. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.

iii. Clerk Stiefvater presented the updated Election Emergency Contingency Plan, noting that the plan is required by the Wisconsin Elections Commission (WEC). She explained the previous plan was outdated and required revisions. A motion was made by Trustee Hansen and seconded by Trustee Maertz to approve the Election Emergency Contingency Plan as presented. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.

iv. Clerk Stiefvater presented a certified survey map for Keith Mack. Although the property is located in the Town of Maple Grove, the County requires the map to be submitted to the Village due to its extraterritorial plat review jurisdiction within 1.5 miles. Eric Fowle (Cedar Corp) reviewed and approved the certified survey map. Therefore, in accordance with the Village ordinance, the Clerk is authorized to approve the map.

v. Discussion was held regarding moving the December 14th regular board meeting to a different date. A motion was made by Trustee Hansen and seconded by Trustee Bubolz to move the regular board meeting in December to Monday, December 7th, 2026 at 6pm. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.

11. At 6.45pm, a motion was made by Trustee Hansen and seconded by Trustee Kasbaum to convene into closed session pursuant to Wis. Stats. §19.85(1)(e) (*for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session)* to discuss consideration of reimbursements for 48 Manitowoc St. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.
12. At 6:48pm, a motion was made by Trustee Hansen and seconded by Trustee Kasbaum to reconvene into open session pursuant to Wis. Stats. §19.85(2) for possible additional discussion and/or action on matter discussed in closed session and/or any unfinished items remaining on the agenda. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried. A motion was made by Trustee Hansen and seconded by Trustee Otto to NOT approve the request for reimbursements in the amount of $294.60 from the property owner for 48 Manitowoc St. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.
13. At 6:49pm, a motion was made by Trustee Hansen and seconded by Trustee Kasbaum to convene into closed session pursuant to Wis. Stats. §19.85(1)(e) (*for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session)* to discuss the Reedsville/Brillion Police Agreement for 2027. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.
14. At 7:34pm, a motion was made by Trustee Maertz and seconded by Trustee Hansen to reconvene into open session pursuant to Wis. Stats. §19.85(2) for possible additional discussion and/or action on matter discussed in closed session and/or any unfinished items remaining on the agenda. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried. A motion was made by Trustee Hansen and seconded by Trustee Maertz to approve the 2027 Reedsville/Brillion Police Agreement proposal to designate an officer other than Chief Schend to be in charge of administrative duties for Reedsville at an annual cost of $23,040.16. Roll call indicated: Ayes-7; Nays-0; Absent-0, motion carried.
15. The board worked on the 2027 proposed Village budgets
16. Upcoming Meetings

a. The next regular monthly meeting will be held on Monday, November 9, 2026 at 6:00 PM.

17. Adjournment

A motion was made by Trustee Otto and seconded by Trustee Kasbaum to adjourn the meeting at 7:54 PM, motion carried.

Respectfully Submitted:
Stephanie Stiefvater
Clerk-Treasurer