

MINUTES
VILLAGE OF SURING BOARD MEETING
TUESDAY, OCTOBER 14, 2025 AT 5:00 PM

1. Meeting Called to Order by Village President Steffek at 5:01 pm following public hearing.
Roll Call: Kohlwey, Kramp, Miller, Nieling, School, Schuettpelz, and Steffek, Also present: Clerk-Treasurer Kim Gruetzmacher, Deputy Clerk-Treasurer Pat Sleeter, Public Works Director Jeff Tienor, and Police Chief Daniel Woodke. Public: Luke Krueger, Shane Dennis from MSA Professionals.
2. Pledge of Allegiance was recited by all, and the invocation provided by Clerk-Treasurer.
3. Agenda motion to approve agenda was made by Kramp and second by Schuettpelz. All ayes. Motion carried.
Open Meeting Notice statement made by Clerk-Treasurer.
4. Public Input None.
5. Minutes of the SEPTEMBER meeting(s) were approved with a motion by Nieling and second by School. All ayes. Motion carried.
6. Kurt Brugel (Metal Detector in Parks): Discussion and possible action on permission to utilize metal detector in public parks in Village of Suring – no action taken, Brugel was not present.
7. Suring Annual Car Show (Luke Krueger): Update from Krueger post car show regarding attendance, money raised for the area, strengths and challenges and requesting any changes for the following year for the car show committee. Krueger thanked the public works department and clerk's office of the Village and the Suring Police Department for all of their assistance leading up to and during the event.
8. Operator License: Motion to approve operator license for Joyce Krueger (Krist), Samantha Bristol (Krist) and Jamie Salber (Dollar General) made by Schuettpelz and second by Nieling. All ayes. Motion carried
9. Art Bahr – MAS: Bahr was not present, no new report.
 - Motion to approve Waste Water Treatment Plant Mini Facility Agreement with MSA made by Nieling and second by Kramp. All ayes. Motion carried. Shane Dennis of MSA addressed Village Board stating the State has a new regulation that this plan needs to be on file for the utility to be in compliance.
10. Oconto County IT Contract: Motion to approve Memorandum of Understanding for IT services with Oconto County made by Kohlwey and second by Nieling. All ayes. Motion carried.
11. Gillett Area Ambulance contract: Motion to approve 2026 – 2027 contract with Gillett Area Ambulance made by Schuettpelz and second by Kramp. All ayes. Motion carried.
12. Treasurer's Report * Clerk's Report: SEPTEMBER 2025 –treasurer's report was given by treasurer and motion to approve was made by Kramp and second by School. All ayes. Motion carried. SEPTEMBER 2025 clerk's report was given by the Clerk-Treasurer and motion to approve Clerk's report was made by Kramp and second by Nieling. All ayes. Motion carried. Clerk reported past due utility accounts, building inspector update, cybersecurity grant update, park revitalization update, received notification we did not receive the ATV/UTV Polaris Grant, informed Village Board that ATV/UTV Club is requesting Village to place an ordinance in place to allow access over the bridge into the Village from Town of How due to State Statute approval, Oconto County is requesting resolution be placed to send ordinance notifications to Village via e-mail to save on postage, proposal for audit work for 2025 audit, and upcoming meetings. Motion to approve moving Village Board meeting for November to Monday, November 17, 2025 at 5:00 PM made by Kramp and second by Schuettpelz. All ayes. Motion carried. Motion to approve audit contract for Clifton Larsen Allen for 2025 audit made by Nieling and second by Schuettpelz. All ayes. Motion carried. Motion to approve resolution 09-2025 for County Clerk to send electronic notices made by School and second by Kramp. All ayes. Motion carried.
13. BILLS: were reviewed by the Finance Committee and bill report was presented to each board member. Motion to approve the following made by Kramp and second by Schuettpelz.

VOUCHERS OCT 01-34

General Fund:	\$ 25,693.07
Fire Dept:	\$ 1,744.57
Water:	\$ 6,699.43
Sewer:	\$ 4,503.65

ROLL CALL VOTE: AYES: Kohlwey, Kramp, Miller, Nieling, School, Schuettpelz and Steffek. **NAYS:** None.
Motion carried.

14. DEPARTMENT REPORTS

- **POLICE DEPARTMENT**: Chief Woodke reported 125 calls for service and 11 citations issued during the month. Chief reported car show went well and was successful, he thanked the street department for assisting with signage for the weekend, training update given, Oconto County IT service update, new squad computer received and working good, department received new PBT monitor due to grant funding, and upcoming Drug Take Back date will be Saturday, October 25th from 10 AM – 2 PM and department will be out for Village Trick or Treat on Saturday, October 25th from 4 PM – 6 PM. Motion to approve Chief's report as presented made by Nieling and second by Kramp. All ayes. Motion carried.
- **FIRE DEPARTMENT**: report for SEPTEMBER 2025, was presented noting 2 regular meetings, 2 EMS lift assists, participation in Labor Day parade, and 1 Town of Breed Call (carbon monoxide alarm). Motion by Kramp and second by Nieling to approve the Fire Department report as presented. All ayes. Motion carried.
- **PUBLIC WORKS**: Public Works Director reported for SEPTEMBER 2025, hydrant flushing went well, Water Tower hydrant got fixed, water meter change out update, wells working good, treatment plant working well, Rural Water coming to complete energy assistance audit, Street rating will be completed soon, working on crack filling, streets being swept, gazebo painted in Riverside Park, veteran's park grant update, recycle center new hours started, grinder will be coming to grind brush pile, cyber security update, and network and IT issues update. Motion to approve public works report was made by Schuettepelz and second by School. All ayes. Motion carried.
- **WATER DEPARTMENT**: SEPTEMBER 2025 (included in public works director report)
- **SEWER DEPARTMENT**: SEPTEMBER 2025 (included in public works director report)
 - Motion to approve sewer rate increase of 2% beginning January 1, 2026 made by Schuettepelz and second by Kohlwey. All ayes. Motion carried.
- **STREETS**: AUGUST 2025 (included in public works director report)
 - Discussion and possible action on Dead End Signage for S. Knapp Street. Clerk informed Village Board that a resident is complaining about semi-trucks going down S. Knapp Street and having to turn around. No action taken.
 - Motion to approve Resolution 07-2025 Discontinuance of Portions of a Village Street in Veteran's Park made by Kramp and second by Nieling. All ayes. Motion carried.
- **PARKS**: SEPTEMBER 2025 (included in public works director report)
 - Update on logging proposal on Village property for tree harvesting – Clerk provided Village Board paperwork regarding tree harvesting. No action taken.
- **RECYCLING**: SEPTEMBER 2025 (included in public works director report)
- **TID #1**: SEPTEMBER 2025– no additional report.

15. Other information requiring NO board action:

- Joint Review Board Meeting – Wed. Oct. 15th at 3:30 PM
- Finance Committee Meeting – Fri. Oct. 17th at 8:00 AM
- Trick or Treat in Village – Sat. Oct. 25th 4:00 PM – 6:00 PM
- Public Hearing for Comprehensive Plan – Tues. Nov. 11th at 5:00 PM
- Public Hearing for 2026 Budget & Village Board Meeting – Mon. Nov. 17th at 5:00 PM

16. CLOSED SESSION: Motion to convene in closed session on the following matters: State Statute 19.85(1)(c) – Personnel to include Village Board, Clerk, Deputy Clerk, and Police Chief made by Schuettepelz and second by School. All ayes. Motion carried. Entered closed session at 6:04 PM.

17. OPEN SESSION: Motion to convene in Open Session to make motions from closed session. – No action taken. Returned to open session at 6:25 PM.

18. ADJOURNMENT– next board meeting Monday, November 17, 2025, at 5 PM. Motion to adjourn made by Schuettepelz and second by Kramp. All ayes. Motion carried. Meeting adjourned at 6:25 PM.
Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher