

**LUXEMBURG VILLAGE BOARD MEETING MINUTES**  
**TUESDAY, JULY 10, 2018**  
**MUNICIPAL OFFICE BUILDING**  
**206 MAPLE STREET, LUXEMBURG, WI**

Members present: Ken Tebon, Dan Olson, Jack Seidl, Lori Bonk, and Sue Raduenz, Dan Porath and Michelle Seidl. Others present: Clerk/Treasurer MiLissa Stipe, Public Works Rick Simonar, Police Chief Chris Gulbrand, Deputy Clerk/Treasurer Tracy Klein, Michael Bonk and Larry Hurley.

1. CALL MEETING TO ORDER

Meeting was called to order at 7:04 p.m.

2. ROLL CALL

Members Ken Tebon, Dan Olson, Jack Seidl, Lori Bonk, Sue Raduenz, Dan Porath and Michelle Seidl.

3. ADOPT AGENDA

Motion (Olson/Michelle Seidl) to approve the agenda. All ayes. Motion carried.

4. COMMENT FROM CITIZENS

None

5. APPROVE MINUTES FROM JUNE 14, 2018 BOARD MEETING

Motion (Raduenz/Bonk) to approve the minutes from June 14, 2018 Board meeting. All ayes. Motion carried.

6. APROVE VOUCHERS FOR PAYMENT

The board reviewed the listing of unpaid vouchers and payroll totaling \$71,743.44. A separate listing of vouchers and payroll which were paid since the previous board meeting totaling \$26,208.44 was reviewed. Motion (Michelle Seidl/Bonk) to approve the payment of the unpaid vouchers and payroll. All ayes. Motion carried.

7. APPOINTMENT OF DEPUTY CLERK/TREASURER

The personnel committee made a recommendation for Tracy Klein to fill the open Deputy Clerk/Treasurer position. Motion (Porath/Jack Seidl) to appoint Tracy Klein as the Deputy Clerk/Treasure. All ayes. Motion carried.

8. DISCUSSION ON BACK-UP ANALYSIS/WASTEWATER OPERATOR FOR KATHY GARFINKEL (MARK SISEL)

Discussion regarding possible hire for back-up for Kathy Garfinkel who completes all the lab analysis for the Village. Trustee Michelle Seidl will hold a Personnel Committee meeting to complete an interview of Mark Sisel who currently works for the City of Kewaunee. The lab analysis work that is required requires a wastewater treatment license that Kathy currently holds. The Public Works department currently hold the water licenses. This position would be if Kathy is unable to perform her duties, vacation, etc. and this individual would come in to complete the lab analysis.

9. CHANGE OF DATE OF AUGUST 14, 2018 BOARD MEETING (DUE TO ELECTION)

Discussion on possible dates. It was agreed to move the Board meeting to Wednesday, August 8, 2018 at 7:00 p.m.

10. REVIEW/TAKE ACTION ON PICNIC AND OPERATORS

Operator's licenses: Motion (Michelle Seidl/Raduenz) to approve operator's licenses listed below. All ayes. Motion carried.

Operators: Katelyn Hower for Venture One

Temporary Operators: Patrick Peterson & Matthew Piesler for Bluejay Tournament and James Walecka, Adam Kolmorgen, Charlotte Kleiman, Jessica Thor, Jeremy Schaller for Holy Rosary Stand for the Kewaunee County Fair.

Motion (Michelle Seidl/Bonk) to approve the picnic listed below:

All ayes. Motion carried.

Picnic: Algoma FFA Alumni for Kewaunee County Fair, July 16-22, 2018

Bluejay Tournament on August 3-5, 2018 at the Village baseball fields.

11. COMMITTEE REPORTS

\*Discussion regarding the Land Road Improvement Project funds for reconstruction of Prairie Lane and the funding of the project.

\*Discussion regarding painting the curbs for no parking zones. The only way to enforce no parking is to have the curbs painted per Chief Gulbrand. The Public Works Dept. is being directed to paint the curbs.

\*Purchases at the wastewater plant for Sabel Mechanical to repair/rebuild a pump is at \$23,000. A new grinder is being reviewed for purchase that pulls out the plastic, etc., dries it and bags it.

\*Discussions regarding the sewer issues on Maple Street, Terry at Robert E. Lee is researching the issue.

\*Dorner will be starting the St. Mary's Sewer/Water Project.

\*New street sweeper is working well and Bob is learning to navigate it.

\*Lane Tank is going to be here in fall to clean the water tower.

12. CONSIDER TO ADJOURN TO CLOSED SESSION PURSUANT TO SEC. 19.85 (1) (C) CONSIDER EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY

Motion (Raduenz/Michelle Seidl) to go into closed session. All ayes. Motion carried. 8:10 p.m.

13. MOTION TO OPEN SESSION

Motion (Porath/Olson) to move back into open session. All ayes. Motion carried. 9:22 p.m.

14. ACTIONS FROM CLOSED SESSION

Motion (Michelle Seidl/Bonk) to approve the plan of action for the Police Department and the flex scheduling for the Police Department. All ayes. Motion carried.

Motion (Michelle Seidl/Raduenz) to approve the job description of the full-time Police Officer position. All ayes. Motion carried.

Motion (Michelle Seidl/Raduenz) to approve shift of part-time Police Officer (Brianna Schommer) to the full-time vacant Police Officer position. The wage for the full-time position will start at \$24.00 per hour. Roll call vote, Aye: Olson, Jack Seidl, Raduenz, Michelle Seidl Nay: Porath, Bonk. Motion passed 4-2.

15. APPOINTMENT OF FULL-TIME POLICE OFFICER

Appointment of Brianna Schommer as the full-time Police Officer. The Board welcomed Brianna into the new position.

16. OTHER NEW BUSINESS/NEXT MONTH AGENDA ITEMS:

Garbage/Recycling contract for 1/1/19

Nuisance ordinance/light pollution

15. ADJOURN

Motion (Olson/Bonk) to adjourn at 9:26 p.m. All ayes. Motion carried.

MiLissa Stipe  
Clerk/Treasurer