

**OFFICIAL PROCEEDINGS OF THE VILLAGE OF ADELL  
BOARD OF TRUSTEES MEETING  
508 SEIFERT STREET  
WEDNESDAY, JANUARY 11, 2023  
6:00 PM**

1. CALL TO ORDER: President Jason Stepp opened the January 11, 2023 Village of Adell Board of Trustees Meeting at 6:00 pm at the Adell Village Hall. The meeting was held in compliance with the open meeting law having been posted at the National Exchange Bank, Adell Post Office, and the Adell Village Hall.
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL:  
Members Present: Village President Jason Stepp (via phone), Village Trustees Arlo Neumann, Brian Parr, Leighton Holtz, Arush Chahal, Tanya Finch, Kim Eberhardt  
Members Absent:  
Others Present: Clerk/Treasurer Kelly Rathke, DPW Matthew Risch, Bill Goehring, Jim Jentsch, Bill Krueger, Elizabeth Rady
4. MINUTES APPROVAL: **Motion by Neumann, seconded by Parr; all voting in favor to approve minutes from the December 14, 2022 meeting.** Motion carried.
5. FINANCIALS APPROVAL: **Motion by Parr, seconded by Finch; all voting in favor to place the financial report on file for audit and to pay the bills as presented.** Motion carried.
6. OLD BUSINESS:
7. NEW BUSINESS:
  - a. Approval to issue tax refund checks: **Motion by Holtz, seconded by Neumann; all voting in favor to issue the tax refund checks listed in the meeting packet.** Motion carried.
  - b. Operation & Management Services: **Motion by Stepp, seconded by Finch; all voting in favor to postpone item until the February meeting.** Motion carried.
  - c. Next Meeting Date: Wednesday, February 8, 2023 @ 6:00 pm
8. REPORTS OF VILLAGE OFFICERS:
  - a. Jason Stepp, Village President: No action taken on this item.
  - b. Matthew Risch, Director of Public Works:
    - a. Fire hydrant on Center Avenue and Neugent Street: DPW Risch spoke to Fire Chief Lawrenz, and replacement of the hydrant can wait until Spring. **Motion by Finch, seconded by Holtz; all voting in favor to replace hydrant in Spring when it is appropriate.** Motion carried.
    - b. JTE water line repair: DPW Risch spoke with Korey from Korff Plumbing, LLC. Korff's recommendation is a full replacement of the waterline. DPW Risch will bring three estimates for the project to the February meeting.
    - c. New lab for water samples: DPW Risch reported that he was having some issues with getting samples back from Suburban. He is requesting to change to a different lab for processing his samples. He would like to work with either Agsource or Village of Kewaskum. DPW Risch reported that Kewaskum is a bit cheaper, but the DPW would have to deliver the samples. Agsource is a bit more expensive, but they will pick up the labs right at the village. **Motion by Neumann, seconded by Parr; all voting in favor to switch to Agsource for the village sample processing.** Motion carried.
    - d. Edgewood Avenue pavement replacement: DPW Risch received a quote of \$60,000 to replace the asphalt on the parking lane, two catch basins and one fire hydrant on Edgewood Avenue. Item tabled.
  - c. Walt Grotelueschen, Building Inspector Report:
    - a. Quarterly Report: The quarterly report was reviewed by the board members.
  - d. Jason Stepp, Plan Commission: No action taken on this item.
  - e. Jason Stepp, Finance and Personnel Committee:
    - a. Adell Fire Department Audit; February 9, 2023 @6:30 pm
  - f. James Jentsch, Streets and Parks Committee:
    - a. Christmas decorations for the village planters: Jentsch reported that he is working with suppliers to get quotes on decorations for the village planters for this year.

- b. Playset funds: Jentsch requested \$2000.00 to start working on transforming the playset. The board discussed the agenda item and will wait until more funds are available to move forward with the project. Item tabled.
  - g. James Jentsch, Onion River Wastewater Commission: Jentsch reported the ORWC has replaced the computer system, programing, and backup dialers in the amount of \$12,000. Security cameras have also been installed at the plant. He also reported that the ORWC budget looks good for 2023.
9. MISCELLANEOUS BUSINESS:  
Clerk's Communications: Clerk Rathke mentioned that the annual audit will be taking place the week of January 30<sup>th</sup>, 2023.  
Public Comments: No comments were heard.
10. ADJOURNMENT: **Motion by Stepp, seconded by Finch; all voting in favor to adjourn.** Motion carried.

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Kelly Rathke, Village of Adell Clerk/Treasurer