

**OFFICIAL PROCEEDINGS OF THE VILLAGE OF ADELL  
BOARD OF TRUSTEES MEETING  
508 SEIFERT STREET  
WEDNESDAY, FEBRUARY 8, 2023  
6:00 PM**

1. CALL TO ORDER: President Jason Stepp opened the February 8, 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, Village Trustees Arlo Neumann, Tanya Finch, Leighton Holtz, Kim Eberhardt, Brian Parr, Arush Chahal  
Members Absent:  
Others Present: Clerk/Treasurer Kelly Rathke, DPW Matthew Risch, Bill Krueger, Elizabeth Rady
4. MINUTES APPROVAL: **Motion by Neumann, seconded by Parr; all voting in favor to approve minutes from the January 11, 2023 meeting.** Motion carried.
5. FINANCIALS APPROVAL: **Motion by Parr, seconded by Holtz; 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. Operation & Management Services: Motion by Parr, seconded by Finch; all voting in favor to send a notice to Operation & Management Services to let them know that they services are no longer needed. Motion carried.
  - b. Bertram Wireless Tower Rental Fees: Motion by Finch, seconded by Chahal; all voting in favor to request an increase of \$1800.00 from \$1200.00 per year for tower rental. Motion carried.
  - c. Next Meeting Date: Wednesday, March 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: DPW Risch reported that he attended a confined space training course in Plover this past week and needs to purchase a new set of four gas detectors. The cost of the detectors is between \$600.00 and \$800.00 per detector. **Motion by Neumann, seconded by Parr; all voting in favor to purchase two new four gas detectors.** Motion carried. Risch mentioned that he has a grant writer contact that he would like the village board to meet with to write grants at a discounted rate for the village. Risch will contact the grant writer to attend a meeting in the near future. DPW Risch reported that there was a sanitary sewer overflow at N2394 County Road I on the early morning of February 4<sup>th</sup>.
  - c. Walt Grotelueschen, Building Inspector Report: No action taken on this item.
  - 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 at 6:30 pm
  - f. James Jentsch, Streets and Parks Committee:
    - a. Play Set Funds: **Motion by Parr, seconded by Chahal; all voting in favor to release the play set donation funds in the amount of \$1190.00 to Jentsch. Jentsch and Risch will start work on the slide carriages once materials are purchased.** Motion carried.
  - g. James Jentsch; Onion River Wastewater Commission Representative: No action was taken on this item.
9. MISCELLANEOUS BUSINESS:
  - a. Clerk's Communications:
    - i. Ballot Testing: February 14, 2023 @ 10:00 am
10. ADJOURNMENT: **Motion by Stepp, seconded by Neumann; all voting in favor to adjourn.** Motion carried.