

**Village of Kewaskum
Administrative Committee
Meeting Minutes
May 19, 2025, 6:45 p.m.**

The Administrative Committee of Kewaskum, Washington County, Wisconsin, met in regular session at the Municipal Building, 204 First Street.

Committee Members Present: Wright, Hovland and Knoebel

Staff Members Present: Gitter, Butz, and Carter

Hovland called the meeting to order at 6:45 p.m., followed by roll call and a reading of the Affidavit of Posting for the meeting.

Motion by Wright, seconded by Knoebel to approve the April 21, 2025, meeting minutes, voice vote, motion carried.

Motion by Knoebel, seconded by Wright to recommend approval of April Accounts Payable, voice vote, motion carried.

Motion by Knoebel, seconded by Wright to recommend approval of April Payroll, voice vote, motion carried.

Motion by Wright, seconded by Knoebel to recommend approval of the Purchasing Policy updates to capital assets and petty cash, voice vote, motion carried.

Motion by Knoebel, seconded by Wright to adjourn at 6:47 p.m., voice vote, motion carried.

Tammy Butz
Assistant Administrator/Clerk

Approved: June 16, 2025