

**Village of Kewaskum
Administrative Committee
Meeting Minutes**
September 15, 2025, 6:15 p.m.

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

Committee Members Present: Hovland, Wright and Knoebel (6:45)

Staff Members Present: Gitter, Butz and Carter

Hovland called the meeting to order at 6:15 p.m., followed by roll call and a reading of the Affidavit of Posting for the meeting.

Motion by Wright, seconded by Hovland to approve the August 18, 2025, meeting minutes, voice vote, motion carried.

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

Motion by Wright, seconded by Hovland to recommend approval of August Payroll, voice vote, motion carried.

Motion by Wright, seconded by Hovland to recommend approval of Employee Handbook – Section 7.2 Payroll Direct Deposit, voice vote, motion carried.

Motion by Wright, seconded by Hovland to recommend approval of Caselle Cloud Hosting, voice vote, motion carried.

No action taken on the 2026 Administrative Budget.

Motion by Wright, seconded by Hovland to recommend approval of 2026 Non-Union Wage Summary, voice vote, motion carried.

Motion by Wright, seconded by Hovland to adjourn at 6:50 p.m., voice vote, motion carried.

Tammy Butz
Assistant Administrator/Clerk

Approved: October 20, 2025