

**Minutes of the SPECIAL Village of Potter Board Meeting
April 10, 2025**

The Special Meeting of the Village of Potter board meeting was called to order by Trustee Jay Schoen at 7:49 p.m. Others in attendance were: Wyatt Hansen, Dennis Gruett, Andrew Lawman and Lisa Herrick.

Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, and Gruett's. The pledge of allegiance was recited.

Wyatt Hansen made a motion to accept Ellen's letter of resignation, 2nd by Jay. M/C

Jay Schoen made a motion to Appoint Andrew Lawman to fill the remainder of Ellen's term and the upcoming term. Wyatt 2nd M/C

Wyatt Hansen made a motion to adjourn at 7:54pm seconded by Jay Schoen M/C

**Minutes of the Village of Potter Board Meeting
April 10, 2025**

The meeting of the Village of Potter board meeting was called to order by Village President Andrew Lawman at 8:00 p.m. Others in attendance were: Jay Schoen, Wyatt Hansen, Dennis Gruett, and Lisa Herrick.

Jay Schoen made a motion to accept the minutes from the March meeting, seconded by Wyatt Hansen. Andrew abstained. Motion carried.

Citizen Input/Public Participation: none

Utility Department/Discussion - discussion on wastewater treatment plant future. Just want to discuss and keep things updated.

Treasurer's Report

- March expense: \$14,042.68
- March income: \$1,325.12
- Balance as of 4/1/25: \$190,137.73 checking

Potter Utility report as presented by Dennis Gruett:

- March expense: \$4,896.21
- March income: \$12,560.75
- Balance as of 4/1/25: \$50,234.79 checking*
- *\$10,000.00 is for equipment replacement fund

Clerk's Report:

1. Marked crosswalk concern for bus pickup
 - a. Ellen Gurholt had emailed the county with the concerns as this is more on the county level. Ellen had received an email from Chad at the County about having lines painted, a bike route painted and signage installed. Andrew to follow up with Chad about getting this resolved.
2. March Sheriff's Report - distributed

3. Election on April 1st

- a. Village President - 2 year term
- b. Village Trustee - 2 year term
- c. Scanner for poll book counting - Wyatt made a motion to purchase a scanner for poll book count, second by Jay M/C
- d. Jay Schoen made a motion to accept the licenses for the Hilbert/Potter Optimist and hall rental, Wyatt 2nd M/C

President's Report: New meeting date will be the 2nd Monday at 5:30pm, beginning with the May meeting.

Building permits for March - none

Residential Clean Up Update

Andrew made a motion for Jay to order mosquito spray at a cost not to exceed \$3,000.00
Wyatt Hansen 2nd M/C

Maintenance items

- Central Street Culvert
 - Jay Schoen and Wyatt Hansen to get quotes and to contact the DNR
- Future plan moving forward for Sewage Treatment Plant - tabled for future meetings

A motion was made by Jay Schoen, seconded by Wyatt Hansen to pay all vouchers. Motion carried.

A motion was made by Andrew Lawman seconded by Wyatt Hansen to adjourn at 8:45pm Motion carried.

Submitted by
Lisa Herrick, Clerk