



# VILLAGE BOARD MEETING MINUTES

August 28, 2023 at 6:00 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Board Room (Lower Level)

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## 1. CALL MEETING TO ORDER

President Chris Voll called the meeting to order at 6:00 PM

### A. Pledge of Allegiance

Those in attendance cited the pledge of allegiance.

### B. Roll Call

#### **PRESENT**

Village President Chris Voll

Trustee Ken Charneski

Trustee Tim Shaw

Trustee Sean Dumais

Trustee Alex Vedvik

Trustee Chris Eiden

Trustee Kelly Coyle

#### **STAFF PRESENT**

Clerk Bobbi Birk-LaBarge

Finance Director Lisa Kerstner

Interim Administrator Kim Manley

## 2. ANNOUNCEMENT OF CLOSED SESSION

President Voll announced a closed session would take place.

## 3. PUBLIC COMMENT

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this Village that Public Comment will take no longer than 15 minutes with a three-minute time period, per person, with time extension per the Chief Presiding Officer's discretion. Be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.

Bernie Kramer - 2150 State Highway 153 Peplin; expresses his concern about implementing an ice rink.

Joel Straub - 860 W. Nelson Road - Explains his concern for campaigning new leadership. He is asking for Ken Charneski to replace current President Chris Voll due to what Straub believes is "lack of leadership."

Straub reads a personal citizen complaint he wrote on July 20, 2023, in regard to President Voll appointing Craig Mortenson to Rib Mountain Metropolitan Sewage District.

Kim Tapper - 2293 Courtland Drive - Tapper is in support of Bernie Kramer's concerns with the development of an ice rink. Tapper states if this is constructed a warming house will be needed. Tapper also mentions he will be backing up Joel Straub's campaign for replacing President Chris Voll as board President with Ken Charneski.

#### 4. REPORTS FROM STAFF AND VENDORS

##### C. Treasurer's Report

Finance Director Lisa Kerstner explains there will be no report for this month due to the switch over of software from Workhorse to Caselle. Kerstner needs to verify the numbers and make sure everything is correct with the transition. July's report will be included with the August report.

#### 5. NEW BUSINESS

##### D. Discussion and Approval: License Agreement with American Society of Composers, Authors & Publishers

Administrator Manley mentions the village was notified through email by a private firm the village appears to be in copyright violation of music being played by different musicians at Village events. Trustee Charneski states he is not in favor of this contract. He believes this is a company that reached out and is attempting to get the village to roll into a contract with them for their own financial gain. Charneski believes this should be sent to CLIPP. Trustee Eiden states we should think about eliminating the music at the farmer's market.

Motion made by Trustee Vedvik, Seconded by Trustee Charneski to take no action.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion passes 7:0 by voice vote.

##### E. Discussion and Approval: Update Village of Kronenwetter Fee Schedule for Public Records Reproduction Fees

Motion made by Trustee Shaw, Seconded by Trustee Vedvik to approve the updated public records fee schedule as presented.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion passes 7:0 by voice vote.

##### F. Archive Social; Purchase of New Software Program for Social Media Open Records Request Compliance

Trustee Charneski is against the Village paying for archive social and suggests we turn off commenting on all of our social media websites.

Motion made by Trustee Dumais, Seconded by Trustee Shaw to take no action and to send back to staff for further research.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion passes 7:0 by voice vote.

##### G. Discussion and Approval: Extension of Technical Service Proposal; DG Municipal Services

Interim Administrator Manley explains the current contract for DG Municipal Services (Duane Gau) with the village has expired. Manley explains Duane Gau have been instrumental in working on the Kowalski Interchange project and the TID #2 projects. Manley explains the village needs continuity in regard to these ongoing projects and it was requested DG Municipal Services bring back another contract for possible extension of services. Trustee Charneski would like to see detailed itemization in his reports when bills are submitted for payment.

Motion made by Trustee Coyle, Seconded by Trustee Vedvik to renew the contract for DG Municipal Services as written.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion passes 7:0 by roll call vote.

- H. Discussion and Approval: Adoption of Ordinance 62.3; Payment of Claims  
Village attorney Lee Turonie wants to fully legalize the village's bill paying procedures. The current ordinance is written broadly. A newer, more detailed ordinance that includes legal architecture was re-written by Interim Administrator Manley and is included for review. Village attorney Turonie states if you don't adopt this re-written ordinance than the village would be required to vote on every bill that comes in and out of the village. The detail for the re-written ordinance is included in the policy. The ordinance and the policy go hand in hand.

Motion made by Trustee Vedvik, Seconded by Trustee Eiden to remove item "C" in Section #1 and re-letter accordingly.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion passes 7:0 by roll call vote.

- I. Discussion & Possible Action: Adoption of Ordinance 62.4; Volunteer Accounts Authorized Under Wisconsin Statute 66.0608  
Village attorney Lee Turonie explains this is a financial related ordinance for fundraising from volunteer departments. This ordinance authorizes the distribution of funds made during fundraisers and adds limitations. It also adds reporting requirements for funds raised. Trustee Charneski mentions he does not like the wording in the ordinance stating the Administrator controls the expenditures of the funds raised.

Motion made by Trustee Coyle, Seconded by Trustee Dumais to approve Ordinance 62.4 with the removal of items "J" and "K" and adjust item "P" to read "Disposal of Surplus Public Property" and renumber as appropriate.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion passed 7:0 by roll call vote.

## 6. OLD BUSINESS

- J. Discussion and Approval: Adoption of FIN-003; Accounts Payable Processing as Amended  
Interim Administrator Manley stated she made all of the adjustments recommended from the previous village board meeting. Manley clarified Deputy Clerk, the receipt of the vendors and to add what the Treasure needs to verify prior to the checks being processed. It was requested to add the wording "and/or" before "approve as presented."

Motion made by Trustee Coyle, Seconded by Trustee Vedvik to approve FIN-003 as amended and presented.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion carries 7:0 by roll call vote.

- K. Discussion & Possible Action: Outdoor Ice-Skating Rink  
Trustee Eiden states the rink would be at Towering Pines Park. There are not enough resources set up to continue with this project.

Motion made by Trustee Eiden, Seconded by Trustee Coyle to take no action on this item.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion carries 7:0 by voice vote.

**7. CONSENT AGENDA**

L. August 14, 2023, Village Board Meeting Minutes

The August 14, 2023, minutes are missing from the packet. This action will be delayed until the next Village Board meeting.

**8. PREVIOUS MEETING MINUTES FROM COMMISSIONS AND COMMITTEES**

President Voll thanks the commissions and committees for their minutes..

M. June 20, 2023, Administrative Policy Committee Minutes

N. July 18, 2023, Administrative Policy Committee Minutes

O. August 8, 2023, SPECIAL Administrative Policy Committee Minutes

**9. CLOSED SESSION**

P. Consideration of motion to convene into CLOSED SESSION pursuant to Wis. Stat. §19.85(1)(g), in order to confer with legal counsel for the Village who is rendering oral or written advice concerning strategy to be adopted by the Village with respect to litigation in which it is or is likely to become involved, Notice of Claim. and to convene into CLOSED SESSION pursuant to Wis. Stat. 19.85(1)(c) for consideration of employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, hiring of Village Administrator Hiring Process.

Motion made by Trustee Shaw, Seconded by Trustee Vedvik to convene into closed session. President Voll invites Village Attorney Lee Turonie, Clerk Bobbi Birk-LaBarge and Interim Administrator Kim Manley into closed session.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion carries 7:0 by roll call vote. Closed session begins at 8:28 pm.

**10. RECONVENE OPEN SESSION**

Motion made by Trustee Shaw, Seconded by Trustee Eiden to reconvene into open session at 9:14 PM

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion carries 7:0 by roll call vote.

**11. ACTION AFTER CLOSED SESSION**

Motion made by Trustee Charneski, Seconded by Trustee Shaw to take no action.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion carries 7:0 by voice vote.

**12. NEW BUSINESS**

Q. Discussion and Approval: Hire Baker Tilly for Village Administrator Search

Motion made by Trustee Charneski, Seconded by Trustee Shaw to take no action.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion carries 7:0 by voice vote.

**13. CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

Appointment of Committee Members: Trustee Tim Shaw

Progress on Projects from Administrator - Trustee Charneski

Preliminary Budget - Trustee Charneski

Insurance vs. Bonding - Trustee Charneski

Update on Roller - Trustee Charneski

Attorney Invoice Discussion - Trustee Charneski

Discussion of Creation of SOP's for Creating Agendas - Trustee Charneski

Review of the Building Fee Process - Trustee Charneski

Update on Possible Train Blockage for Road Access during Emergency Situations - Trustee Dumais

**14. ADJOURNMENT**

Motion made by Trustee Vedvik, Seconded by Village President Voll to adjourn.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle. Motion carries 7:0 by voice vote. Adjourned at 9:24 PM.

Minutes By: Clerk Bobbi Birk-LaBarge

Minutes Approved on: September 25, 2023