



# ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

October 24, 2023 at 5:30 PM

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

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## 1. CALL MEETING TO ORDER

A. Pledge of Allegiance

B. Roll Call

PRESENT

Chris Voll

Mary Solheim 5:32 p.m.

Kelly Coyle

Lyn McCarthy

ABSENT

Jordyn Wadle-Leff

STAFF PRESENT

Finance Director; Lisa Kerstner, Interim Administrator; Kim Manley, Police Chief; Terry McHugh

## 2. 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 E State HWY 153. Bernie discusses that he is against the reevaluation of the Village. He states that we should wait another year to see where interest rates are at that time. He also talks on the status of the TIDS and that they should be used for development not maintenance. He discusses he is against the Village buying more land.

## 3. APPROVAL OF MINUTES

C. Discuss and Approve: September 19, 2023, APC Minutes

Motion by Coyle/Solheim to approve Minutes as presented. Motion Passes 4:0 by Voice Vote.

D. Treasurer's Report

Finance director states that she will have October's report at November meeting due to absence at the beginning of the month.

## 4. OLD BUSINESS

E. Discussion and Possible Action: FIN-004 Purchasing Policy Revision

Motion by Voll/Coyle to table until next Administrative Policy Committee meeting. Motion passes 4:0 by voice vote.

## 5. NEW BUSINESS

F. Approval of contracting with Dan Mahoney for Interim Administrator Services

Motion by Coyle/Solheim that Village Board Approve contracting with Dan Mahoney as interim Administrator. Motion passes 4:0 by voice vote.

G. Discussion and Possible Action: Draft Village of Kronenwetter 2024 Budget - Options

Motion by Coyle/McCarthy to recommend the Village Board approve budget as presented using undesignated funds to purchase Public Works Ditch mower and tractor and to balance levy funds not to exceed \$325,000. Motion passes 4:0 by voice vote.

H. Discussion and Possible Action: Amendment to HR-007 - Business Mileage and Travel Policy  
Administrative Policy members directed staff to revise policy and bring back to future meeting.

I. Discussion and Possible Action: Village Ordinance 180-3(i) and GEN-009 Agenda Setting for Village Board Meeting

Motion by Voll/Coyle to recommend Village Board cancel GEN-009, and direct staff to have the village attorney rewrite the ordinance with a six-month waiting period. Motion passes 4:0 by voice vote.

J. Discussion and Possible Action: Consider Creation of a Budget Policy.

Motion by Coyle/Voll to refer policy back to treasurer to combine the budget policy with FIN-004. Motion passes 4:0 by voice vote.

K. Discussion and Possible Action: Use of Insurance Proceeds to Purchase of 2020 Ford Interceptor SUV for the Village of Kronenwetter Police Department

Motion by Coyle/McCarthy to recommend the board approve insurance funds be used to purchase the Ford Interceptor for \$25,000 and put the remaining towards the new squads for 2024. Motion Passes 4:0 by voice vote.

L. Discussion and Possible Action: Contract for Property Revaluation of 2024 Values

Directed staff to create property reevaluation policy and bring it back to next meeting.

M. Discussion and Possible Approval: Resolution for Inclusion Under the Wisconsin Public Employers' Group Health Insurance Program

Motion by Coyle/Voll to recommend the board approves of resolution with inclusion under the Wisconsin Public Employers' Group Health Insurance Program for evaluation to determine rates for the Police Department. Motion passes 4:0 by voice vote.

#### **6. CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

Detail printout of all health insurance issues-insurance avenues

#### **7. NEXT MEETING: November 21, 2023**

#### **8. ADJOURNMENT**

Motion by Voll/Solheim to Adjourn. Motion Passes 4:0 by voice vote. Adjourned at 8:29 p.m.

***NOTE: Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made at least 24 hours in advance to the Village Clerk's office at (715) 693-4200 during business hours.***

**Posted: 10/23/2023 Kronenwetter Municipal Center and [www.kronenwetter.org](http://www.kronenwetter.org)**

**Faxed: WAOW, WSAW, WSAU, and Mosinee Times | Emailed: Wausau Daily Herald**

Minutes Drafted by: Sarah Fisher- Account Clerk