



# REPORT TO VILLAGE BOARD

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<b>ITEM NAME:</b>	Committee, Commissions, and Board Appointments
<b>MEETING DATE:</b>	April 28 <sup>th</sup> , 2025
<b>PRESENTING COMMITTEE:</b>	NA
<b>COMMITTEE CONTACT:</b>	David Baker
<b>STAFF CONTACT:</b>	Jennifer Poyer
<b>PREPARED BY:</b>	David Baker

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**ISSUE:** It is the right and responsibility of the Village president to appoint members to the Village’s commissions, boards and committees with consultation and confirmation by the Village Board. (VOK [Ordinance § 14-5](#). - Appointments) A majority vote is required to confirm new or recurring appointments to vacant positions or those with expired terms.

The Village Board may at any time remove a commission, board or committee member with the approval of five members of the Village Board. (VOK [Ordinance § 14-6](#). – Removal from Office). It will require five votes to pass the accompanying Resolution No. 2025 – 006 Appointing Citizen Members and Trustees to Various Committee, Commissions and Boards because the resolution contains two removals.

It is my belief and understanding that any individual Village Board member can request that an appointment (or a removal and associated appointment) be removed from the resolution for a separate vote by making a motion to “divide the question”. If a removal does not receive five votes, the proposed removal would fail, and the previously appointed citizen would remain on the committee or commission.

If any appointment to a commission, board or committee fails, it would be my intention to bring back a new appointment or set of appointments at the next Village Board meeting.

I am committed to providing a high level of transparency in our Village government, which is reflected in this document. The leaders of local governments often provide the appointment resolution shortly before the voting meeting and in one recent case; the appointment list was reportedly handed out on paper at the meeting. We are not only providing the proposed appointments well in advance of Monday’s organizational board meeting but are providing in-depth insight into the reasons and motivations behind the proposed appointments and removals.

**OBJECTIVES:** To provide well-functioning commissions and committees and provide a high potential for good chemistry to develop between the members of each commission and committee.

**ISSUE BACKGROUND/PREVIOUS ACTIONS:** Numerous errors in the term expiration date on previous appointment resolutions were discovered, which were then often also shown incorrectly on the website. Many hours and much diligent effort were expended by our Village clerk to correct these errors so that we could provide accurate term ending dates on our current appointment document. I very much appreciate this extra effort and want to thank Jennifer for her work to get the dates straightened out.

### **Committee Assignments of Village Board Members:**

The three returning Village Trustees (Charneski, Myszka, and Mortensen) were given their preferred Standing Committee or other Committee/Commission assignment. I discussed potential committee assignments with the newly elected trustees prior to making appointments based on the trustee's interests and skill sets. Each of the three new trustees indicated that their Standing Committee appointment was acceptable to them.

### **Standing Committees:**

Our Village is facing numerous challenges. The work of the Village's committees and commissions will be integral to finding solutions to these challenges. As we develop work plans for each Standing Committee, I will be asking the Board to consider assigning responsibility for tackling one or more of these challenges to each Standing Committee.

### **Utility Committee (UC):**

Former Trustee Coyle asked me to consider former Trustee Vedvik for a citizen appointment to the Utility Committee. I subsequently attended a Utility Committee meeting and based on that meeting, I agreed that Alex Vedvik's skills and knowledge were very important and valuable to the Village and Utility Committee.

I asked Alex to consider applying for the open UC term and he agreed to do so. I have already thanked Alex for agreeing to continue serving the Village, but wanted to do so again publicly.

Due to recent events (including the proposed relocation of the County Highway Facility), the remaining capacity of the Village's water system (wells and water tower) have the potential to negatively impact future development and utility rates. The UC will need to work with Village staff to develop potential solutions for this challenge.

### **Community Life, Infrastructure and Public Property Committee (CLIPP):**

Pat Kilsdonk has been willing to serve on many Village committees and commissions and has provided many hours of service to the Village. When Jennifer and I were working on the issue of the ending dates of the committee terms, we discovered that the Village had actually appointed Garrett Lysne to a term on CLIPP that expired one month after he was appointed. Garrett has a very valuable set of skills developed through his education and work experience and we definitely wanted to retain him on the committee.

However, I also wanted the opportunity to make a new addition to the CLIPP committee, so I asked Pat to come into the Village and meet with me. Pat graciously agreed to step down early to allow me to make an appointment to the CLIPP committee and still retain Garrett on CLIPP. I very much appreciate Pat's willingness to do so. Pat will continue to serve the Village on RDA and will be a strong candidate for future committee openings.

The Village's past election difficulties are well known and have been detrimental to the Village and the election process. Our Board and our recently appointed Village Clerk are committed to fixing our election problems so that our future elections are well run and hopefully inspire confidence. I will be asking the Board to direct the CLIPP committee to take the lead in working with our Village Clerk in reviewing the WEC election guidelines and handbook and to consider developing our own internal guidelines or ordinances as appropriate. I have a high level of confidence that we can fix this problem.

**Administrative Policy Committee (APC):**

The APC committee is responsible for – among other things – oversight of the “Proposed annual budgets for presentation to the village board” and “Review of internal financial controls ...” Many in the Village have asked why the recent \$1.2 million of combined mistakes in the 2024 and 2025 budget presentations were made and then were not noticed for a second year.

This \$1.2 million shortfall in tax revenue relative to budgeted expenditures or excess budgeted expenditures relative to tax levy presents a major challenge to the Village’s future and to its financial stability.

I am asking the Village Board to support my proposed rebuilding of the APC Committee with a proposed four new committee members to provide the skills and dedication necessary to develop the plans necessary to address this challenge.

Terry Lewis-Birkett’s term has expired, and Terry told me that she was willing to serve the Village in any capacity that would be helpful. I asked Terry to serve on RDA instead of on APC and she graciously agreed to do so.

The previous APC committee identified a need to rewrite or rework the employee handbook. This is a major task, which does not fit well within the time constraints of the normal APC committee meetings. I am planning to ask APC and the Village board to consider forming an APC subcommittee to work on a potential rewrite. This would seem to fit well with Jordan Wadle-Leff’s skill set and I asked her to consider stepping down from APC and potentially serving on the proposed subcommittee.

Jordan was not willing to step down and as a result, I am asking the board to vote for her removal from APC. The recent APC attendance record is attached in support of this request.

**PROPOSAL:** See resolution.

**ADVANTAGES:**

**DISADVANTAGES:**

**ITEMIZE ALL ANTICIPATED COSTS (Direct or Indirect, Start-Up/One-Time, Capital, Ongoing & Annual, Debt Service, etc.)**

**RECOMMENDED ACTION:** Adopt Resolution No. 2025 – 006 Appointing Citizen Members and Trustees to Various Committee, Commissions and Boards.

**OTHER OPTIONS CONSIDERED:**

**TIMING REQUIREMENTS/CONSTRAINTS:**

**FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$**

Remaining CFY

Account Number:

Description:

Budgeted Amount:

Spent to Date:

Percentage Used:

Remaining:

**ATTACHMENTS (describe briefly):** Appointment Resolution, APC Attendance History for 2024 and 2025, and Wisconsin County Association Document regarding the Doctrine of “Incompatibility”. “Incompatibility arises when two offices or positions inherently conflict with each other due to various factors ...”