



# ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

May 22, 2024 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, Kelly Coyle, Mary Solheim, Jordyn Wadle-Leff, Terry Lewis-Birkett

**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.

None

**3. NEW BUSINESS**

- C. Discussion & Action: Nomination of Chairperson  
Chris Voll nominated by Kelly Coyle
- D. Discussion & Action: Election of Chairperson  
Motion by Wadle-Leff/ Coyle to elect Chris Voll as APC Chairperson. Motion Passed 5:0 by Voice Vote.
- E. Discussion & Action: Nomination of Vice Chairperson  
Mary Solheim nominated by Coyle/Wadle-Leff
- F. Discussion & Action: Election of Vice Chairperson  
Motion by Coyle/Wadle-Leff to elect Mary Solheim as Vice Chair of APC. Motion Passes 5:0 By Voice Vote
- G. Discussion & Action: Meeting Dates and Time  
Discussion regarding dates and times of APC meeting took place ending with a motion by Wadle-Leff/Lewis-Birkett to change the date of APC meetings to the third Thursday of each month at 5:50 PM.  
Motion Passes 5:0 by voice vote
- H. Discussion: Administrative Policy Committee Duties and Responsibilities  
Account Clerk Sarah Fisher discussed duties and responsibilities of the Administrative Policy Committee via power Point. No further discussion was had.

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

none

**5. NEXT MEETING: TBD**

June 6, 2024-SPECIAL

**6. ADJOURNMENT**

Motion by Coyle/Voll to Adjourn at 5:42 PM. Motion Passes 5:0 by Voice Vote.

***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: 05/20/2024 Kronenwetter Municipal Center and [www.kronenwetter.org](http://www.kronenwetter.org)**

**Faxed: WAOW, WSAU, City Pages, Mosinee Times | Emailed: Wausau Daily Herald, WSAW, WAOW, Mosinee Times, Wausau Pilot and Review, City Pages**