



SPECIAL ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

March 27, 2025 at 5:30 PM

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

1. CALL MEETING TO ORDER

Meeting convened at 5:46 PM due to lack of quorum

A. Pledge of Allegiance

B. Roll Call

PRESENT

Kelly Coyle

Chris Voll

Mary Solheim

ABSENT

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.

Bernie Kramer 2150 E ST HWY 153 discusses concerns with the code of conduct being back on the APC agenda. He also discussed that it is difficult at times to get information from the Village.

3. APPROVAL OF MINUTES

C. APC March 20, 2025

Motion by Coyle/Solheim to approve minutes as presented. Motion carried 3:0 by voice vote.

4. REPORTS AND DISCUSSIONS

D. Interim Finance Director Report

Joh Jacobs-Interim Finance Director discusses what the progress has been with Village financials. He discusses that the Village just wrapped up taxes for 2024 and that the financial team has shifted to the Audit. He plans to have the first set of financials the second Board meeting in April.

5. OLD BUSINESS

E. Revision of Ordinance 180-3; Village Board Meetings

Motion by Coyle/Voll to recommend the Village Board approve Ordinance 180-3 as presented. Motion carried 3:0 by voice vote.

F. Addition of Decorum guidelines: Code of Conduct

APC directing staff (Jennifer Poyer-Clerk) to add decorum items with exception of number seven to the Code of Conduct under item "F". Motion by Voll/Coyle to recommend Village Board approve the Code of conduct as amended. Motion carried 3:0 by voice vote.

G. Village Employee Handbook Review

Coyle discusses the creation of the "new" employee handbook how it incorporates ALL village employees/ staff/ and elected officials. The new document will reach all aspects of employment. Coyle will continue to integrate the old employee handbook into the new document. A special meeting was suggested to push the new document along so it can be incorporated and put into action.

H. TDS 2025 Sponsorship Contract

Voll to discuss that contract further with the Village Attorney then bring back to the next meeting.

6. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

7. NEXT MEETING: April 17, 2025

8. ADJOURNMENT

Motion by Voll/Solheim to adjourn. Motion carried 3:0 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: 03/24/2025 Kronenwetter Municipal Center and www.kronenwetter.org

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

Minutes prepared by : Sarah Fisher- Account Clerk