



VILLAGE BOARD MEETING MINUTES

October 23, 2023 at 6:00 PM

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

1. CALL MEETING TO ORDER

Trustee Chris Eiden called the meeting to order at 6:00 PM.

A. Pledge of Allegiance

Those in attendance recited the pledge of allegiance.

B. Roll Call

PRESENT

Trustee Ken Charneski

Trustee Alex Vedvik

Trustee Chris Eiden

Trustee Kelly Coyle

Trustee Tim Shaw

Trustee Sean Dumais - Appeared by Phone

ABSENT

Village President Chris Voll - Excused

STAFF PRESENT

Administrator; Kim Manley

Account Clerk; Sarah Fisher

2. ANNOUNCEMENT OF CLOSED SESSION

Trustee Chris Eiden announced the upcoming closed session.

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 E State Highway 153 discussed his view of economic development in Kronenwetter and residential development. He mentioned the plan stated we are a "bedroom community" and with the Village's four TIDs "we should really be blowing up" being 20 years into the TID projects. Kramer discussed his frustration with the Village discussion of buying more land when Kronenwetter has open land in the TIDs. Kramer also mentioned he is against a reassessment of properties.

4. REPORTS FROM STAFF AND VENDORS

C. Director of Public Works and Utilities Report

Director of Public Works Leonard Ludi was absent. Trustee Eiden mentioned Ludi's indicated there was granite delivered to the south side of the yard waste site and wanted to know if they were getting ready to open up the south side. Trustee Charneski stated the goal by the end of 2023, is to no longer be on King's property. The last phase was to get loads of granite because there are rocks at the yard waste site that cannot be taken out, so they cover them up with the granite. Trustee Charneski stated

to staff to look at the compost more scientifically and greater a better composite for the village. Other municipalities charge for composite and currently the village does not. Trustee Charneski suggested having the village charge for the composite to generate revenue.

D. Interim Administrator's Report

Administrator Kim Manley discussed she was not part of prior budget making process, and suggested she would have scheduled a joint meeting with Administrative Policy Committee and Village Board. Trustee Charneski asks Manley to discuss levy limits. Manley and Trustee Charneski discussed a State Collection system (SDC program). Manley then discussed the cell tower study. Trustee Charneski discussed property reassessment and levy limits and stated many are against the reassessment. Administrator Manley discussed net new growth and property values and how it effects levy limits.

E. Fire Chief Report

Fire Chief Theresa O'Brien was absent. No questions or comments.

5. NEW BUSINESS

F. Discussion and Possible Action: Resolution 2023-012 Northcentral Wisconsin Stormwater Coalition Cooperative Agreement

Trustee Charneski asked if this is something that is done every year or two. Trustee Charneski mentions the village is required to put up advertising and split the cost. The resolution needs to be reviewed by a committee first.

Motion made by Trustee Charneski, Seconded by Trustee Coyle to refer resolution 2023-012 to Utility Committee.

Voting Yea: Trustee Charneski, Trustee Vedvik, Trustee Eiden, Trustee Coyle, Trustee Dumais, Trustee Shaw

Motion carries 6:0 by voice vote.

G. Discussion and Possible Action: Email and Language Etiquette from Board Members to Staff Members

Trustee Vedvik references an email that was sent to the board. Administrator Manley explains there was an email sent by a trustee to staff member verbally reprimanding her for using a wrong name of a park in a communication insert that was distributed to residence. Administrator Manley emailed board members and directed them to speak with the Administrator directly if they have an issue with a village staff employee and the Administrator can decide if action will be taken on that employee. Our Village organizational chart shows the Administrator manages the day-to-day activities and if there is a complaint with an employee, the Administrator will manage that. Trustee Vedvik states it is not good practice to shame an employee by sending an email to the entire board and should not have been done without going through the proper channels. Trustee Vedvik suggests this should be a future agenda item and we should look into the surrounding communities and how they handle situations like this. Trustee Vedvik states it is important to look at how board members communicate with staff members. Trustee Vedvik mentions it can be taken very poorly by an employee to have a board member reprimand them to the entire board. Vedvik feels it was not necessary and was not appropriate. Trustee Charneski agrees with Vedvik and feels it was not appropriate. Trustee Charneski mentioned years prior, the former administrator wanted the entire board to be aware of what went on and sent everything to all board members, so he believes that practice was just being carried over from years prior. Trustee Charneski stated he spoke to that person Friday morning, and they had a good conversation. Trustee Coyle stated if the employee made a mistake, it should have been taken to the Administrator and the chain of command should have been followed. Both Trustees Vedvik and Trustee Coyle stated they did not want to lose any more employees and the employee that was reprimanded by the board member is a really good employee that made a mistake.

This item was discussion only.

H. **Discussion and Possible Action: Identify and Assign what Committees are Responsible for the Creation and Maintenance of Each Set of Policies.**

Administrator Kim Manley discussed she had been working with village staff to update policies on the website. Trustee Charneski stated which committees would be in charge of what policies. APC would take care of HR. CLIPP would take care of Public Works and Fire Department. Trustee Dumais stated none of what Trustee Charneski defined is documented. Trustee Dumais explained APC is documented as Human Resources and financial and no one has documented fire, public works or general and those all need to be defined because we continue to run into problems not knowing who takes care of what or who is responsible for what. Trustee Coyle suggested sending this item to the AdHoc committee for review. Administrator Manley suggested changing the ordinance to reflect the language in question and send to APC for review and then the Village Board would make the final decision.

No motion taken. Discussion only.

I. **Discussion and Possible Action: Lift Station 8 and Lift Station 4 Upgrade Design Agreement**

Trustee Charneski agrees this needs to be done but doesn't understand how this came to the board without RDA seeing or approving it due to the amount requested. Administrator Manley

Motion made by Trustee Vedvik, Seconded by Trustee Coyle to approve the agreement and amend the date on page 20 of the timetable to read January 15, "2024" and not "2023".

Voting Yea: Trustee Charneski, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle, Trustee Dumais.

Motion passes 6:0 by Roll Call.

6. **CONSENT AGENDA**

J. **Operator's (Bartender's License) - Sarah Williams**

Motion made by Trustee Charneski, Seconded by Trustee Shaw to approve the consent agenda as presented.

Voting Yea: Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

Motion carries 6:0 by voice vote.

7. **CLOSED SESSION**

K. **Consideration of motion 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, Teamsters Union 662 Contract**

Motion made by Trustee Eiden, Seconded by Trustee Shaw to convene into closed session.

Voting Yea: Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

Passes 6:0 by Roll Call.

Administrator Manley dismisses Clerk Sarah Fisher from the remainder of the meeting.

Trustee Coyle removes himself from closed session due to conflict with subject matter.

Closes session begins at 7:13 PM.

8. **RECONVENE OPEN SESSION**

Consideration of motion to reconvene into open session.

Open session reconvenes at 7:36 PM

9. **ACTION AFTER CLOSED SESSION**

L. **Discuss and Possible Action from Closed Session: Approve and Authorize the Execution Teamsters Unions 662 Contract**

Motion made by Trustee Vedvik, Seconded by Trustee Shaw to authorize the Village President to execute the Teamsters Union Contract for both General and Public Works employees.

Motion passes 5:1 (abstention)

10. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

Standard Operating Procedure for the Village Board Packet Creation

Action to refer GEN-001 Use of Consultants to APC

Update on Administrator

11. ADJOURNMENT

Motion made by Trustee Coyle, Seconded by Trustee Shaw to adjourn.

Voting Yea: Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

Motion passes 6:0 by voice vote.

Meeting adjourned at 7:42 PM.

Minutes Prepared by: Account Clerk Sarah Fisher

Minutes Edited by: Clerk Bobbi Birk-LaBarge

Approved by the Village Board on: November 27, 2023