



ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

August 15, 2024 at 5:30 PM

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

All Agenda Items Listed Are For Discussion And Possible Action

1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

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.

David Baker- 690 Happy Hallow Rd, Mr. Baker discussed that he has interest in the Administrator position as a part time employee.

Bernie Kramer-2150 E State HWY 153, Mr. Kramer discusses budget, agenda items, code of conduct, and fund caps and budget overages.

3. APPROVAL OF MINUTES

- C. June 06, 2024, Special Administrative Policy Committee Minutes
Motion by Coyle/Voll to approve both June 6th and July 18 APC minutes as presented. Motion carried 3:0 by voice vote.
- D. July 18, 2024, Administrative Policy Committee Minutes

4. REPORTS AND DISCUSSIONS

- E. Treasurer's Report
Lisa Kerstner-Treasurer- discusses June Financials are not complete but will be next meeting. She states that she has been working on TID projects and budget meetings with Department Heads.

5. OLD BUSINESS

- F. New Ordinance No.: 24-04: Chapter 115 Village Board; Creating Section 115-13, pertaining to the establishment of a Code of Conduct for elected officials
Lee Turonie-Village Attorney- discusses Code of Conduct that he put together and what each part of the ordinance means. There was discussion about term lengths of complaints. APC Mary Solheim asked some clarification questions. Trustee Coyle discusses that he would like to see interaction expectations as part of the code of conduct ordinance. Motion by Voll/Solheim to recommend Village Board approve as amended. Motion carried 3:0 by voice vote.
- G. Revision of Ordinance 153-12; Legal custodians
Motion by Coyle/Voll to recommend Village Board approve amended Ordinance section 153-12. Motion carried 3:0 by voice vote.
- H. Revision of Ordinance 180-3; Village Board Meetings
APC recommends staff correct ordinance and GEN-009 and bring it back to the next meeting.
- I. Removal of Policy Gen-009

No action

J. Municipal Park Dugouts

Motion by Coyle/Voll to Recommend Village Board approve the contract with Preston Hallas Contracting for repairs to dugouts and Security Fence and Supply Company for repairs to fencing as previously budgeted. Motion carried 3:0 by voice vote.

6. NEW BUSINESS

K. Removal of Policy GEN-010

Motion by Coyle/ Solheim to recommend Village Board Remove GEN-010. Motion carried 3:0 by voice vote.

L. Executive Search

APC directed staff to get updated quotes and bring back to next APC meeting.

M. FIN-006 Disposal of surplus property

APC recommends FIN-006 go back to staff for recycle clause, bring back to next meeting.

N. HR-008 Fitness Room

APC directed staff to update policy and bring back to next meeting.

O. Northway communications 2024-2025 contract

Motion by Coyle/Voll to recommend Village Board approve Northway 2024-2025 contract. Motion carried 3:0 by voice vote.

P. Budget Amendment #8 – General Legal

Motion by Coyle/Voll to recommend Village Board approve Budget Amendment #8 as presented. Motion carried 3:0 by voice vote.

7. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

none

8. NEXT MEETING: September 19, 2024

9. ADJOURNMENT

Motion by Voll/Coyle to adjourn. Motion carried 3:0 by voice vote at 7:14PM.

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: 08/13/2024 Kronenwetter Municipal Center and www.kronenwetter.org

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