



****REVISED** ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES**

October 17, 2024 at 5:30 PM

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

1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call
PRESENT
Kelly Coyle
Chris Voll
Mary Solheim
Terry Lewis-Birkett

ABSENT
Jordyn Wadle-Leff

2. ANNOUNCEMENT OF 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.

None

4. APPROVAL OF MINUTES

- C. August 15, 2024 APC Minutes
Motion by Coyle/Voll to approve APC minutes as presented. Motion carried 4:0 by voice vote.
- D. September 26, 2024, Special APC Minutes
Motion by Voll/Solheim to approve APC minutes as presented. Motion carried 4:0 by voice vote.
- E. September 19, 2024, APC Minutes
Motion by Coyle/Lewis-Birkett to approve APC minutes as presented. Motion carried 4:0 by voice vote.

5. REPORTS AND DISCUSSIONS

- F. Treasurer's Report
No comments

6. NEW BUSINESS

- G. Discussion & Possible Action: Increase of the Right of Way Excavation Permits Fees
Greg Ulman- Public Works Director discusses the need for the Village to update fee schedule for contracted work in the Village. Motion by Coyle/Lewis-Birkett recommend Village Board approve the recommend updated fee schedule for right of way excavation. Motion carried 4:0 by voice vote.
- H. Discussion & Possible Action: Budget Amendment # 9

Lisa Kerstner-Finance Director discusses moving funds from one line to another to cover Municipal Court fees these funds would not be coming from undesignated fund. Motion by Voll/Coyle to recommend Village Board approve budget amendment #9 as presented. Motion carried 4:0 by voice vote.

- I. Discussion & Possible Action: Possible Increase compensation for Municipal Court Judge
APC directed Lisa Kerstner to include Municipal Court Judge in the list of positions for possible raise being presented to the Village Board.
- J. Discussion & Possible Action: Fire Department Surplus Auction Items
Motion by Voll/Coyle to recommend Village Board approve the items presented by the Fire Department to list on surplus auction as presented. Motion carried 4:0 by voice vote.
- K. Discussion & Possible Action: Vestis Contract
Motion by Voll/Coyle to recommend the Village Board approve the Vestis contract as presented.
Motion carried 4:0 as presented.

CLOSED SESSION

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 – to wit Administrator candidates.

Motion by Voll/Coyle to convene into closed session. Motion carried 4:0 by roll call.

RECONVENE OPEN SESSION

Consideration of motion to reconvene into open session.

ACTION AFTER CLOSED SESSION

Continue reviews for Administrators.

7. OLD BUSINESS

- L. Discussion and Possible Action: Onboarding Process/Materials for Village Board and Committee Members
APC directs staff to create policy for employee/trustee/committee members onboarding.
- M. Discussion and Possible Action: Policy GEN-010-Public Comment - for citizens unable to attend Village Committees, Commissions & Boards
Delay action bring back to next month's meeting.
- N. Discussion and Possible Action: To review and select a firm to conduct the executive search for the Administrator position
APC to review firms and bring back top three firms.

8. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

none.

9. NEXT MEETING: November 21, 2024

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10. ADJOURNMENT

Motion by Voll/Coyle to adjourn. Motion carried 4:0 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: 10/16/2024 Kronenwetter Municipal Center and www.kronenwetter.org

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

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