



SPECIAL ADMINISTRATIVE POLICY COMMITTEE MEETING AGENDA

June 06, 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

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.

3. APPROVAL OF MINUTES

- C. Approval: March 21, 2024, APC Minutes
- D. Approval: Joint APC/UC Minutes April 16, 2024
- E. Approval: Special APC Meeting Minutes April 30, 2024
- F. Approval: May 22, 2024, APC Minutes

4. REPORTS AND DISCUSSIONS

- G. Treasurer's Report
- H. Journals

5. OLD BUSINESS

- I. Discussion & Possible Action: Village of Kronenwetter Code of Conduct
- J. Discussion & Possible Action: HR-020 Waived Payment for Village Board and Committee members Policy
- K. Discussion & Possible Action: Language for Payment Waiver Form
- L. Discussion and Possible Action: Onboarding Process/Materials for Village Board and Committee Members
- M. Discussion & Possible Action: Westside Emergency Access Project
- N. Committee member compensation & Elected Officials
- O. Discussion & Possible Action: Proposed Village Hiring Policy & Procedure Change
- P. Discussion & Possible Action: Adoption of Wage-Scale Budget Range (HR-005).
- Q. Discussion & Possible Action: Employee Handbook Review Section 3.13 Health Insurance Opt-Out Policy (HR-014).

6. NEW BUSINESS

- R. Discussion & Action: Anthony Heis Farmers Market Musician Contract
- S. Discussion & Possible Action: Wisconsin Towns Association Membership
- T. Discussion & Possible Action: Legal Custodians (ORDINANCE NO.: 11-10)
- U. Discussion & Possible Action: Executive Search Agreement
- V. Discussion & Possible Action: 2024 - 1st Quarter Budget to Actual Review

- W. Discussion & Possible Action: Budget Amendment #4
- X. Discussion & Possible Action: 2025 Budget Timeline
- Y. Discussion & Possible Action: FIN-001 Business Credit Cardholder Policy and Agreement
- Z. Discussion & Possible Action: FIN-002 Employee Cellular Telephone Policy
- AA. Discussion & Possible Action: FIN-003 Accounts Payable Policy
- BB. Discussion & Possible Action: FIN-008 Disposition of Credit Card Reward Points and Other Vendor Incentives
- CC. Discussion & Action: Fire Department DNR Grant

7. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

8. NEXT MEETING: June 20, 2024

9. ADJOURNMENT

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: 06/03/2024 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