



ADMINISTRATIVE POLICY COMMITTEE MEETING AGENDA

June 20, 2023 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. NEW BUSINESS

- C. Discussion & Possible Action: 2023 Purchase of Used Asphalt Roller & New Trailer
- D. Discussion & Possible Action: Firefighter Job Description
- E. Discussion & Possible Action: Commercial Crime Insurance Policy
- F. Review & Discussion: Duties and Responsibilities of Administrative Policy Committee
- G. Discussion & Possible Action: Updating of Current Background Check Waiver
- H. Discussion & Possible Action: Selection of (2) members to Serve on Ad Hoc Committee for Discussion of Current Committee Structure
- I. Discussion & Possible Action: Interim Administrator Contract Approval
- J. Discussion and Possible Action: Review of Previous Job Postings for Village Administrator
- K. Discussion and Possible Action: Review of Previous Job Postings for Director of Public Works
- L. Discussion & Possible Action: Hiring of Recruitment Firm for Director of Public Works

4. OLD BUSINESS

- M. Discussion & Possible Action: Hiring of Recruitment Firm for Village Administrator
- N. Review, Discussion & Possible Action: GEN-007
- O. Review, Discussion & Possible Action: FIN-003
- P. Review, Discussion & Possible Action: FIN-004
- Q. Review, Discussion & Possible Action: FIN-005
- R. Review, Discussion & Possible Action: HR-001
- S. Review, Discussion & Possible Action: HR-003
- T. Discussion & Possible Action: Approval of Committee Onboarding Checklist

5. REPORTS AND DISCUSSIONS

- U. May Check Register
- V. May Journal Entries
- W. Treasurers Report

6. APPROVAL OF MINUTES

- X. APC April 05, 2023, Minutes
- Y. APC April 18, 2023, Minutes

Z. APC April 28, 2023, Minutes

AA. APC May 16, 2023, Minutes

7. **CONSIDERATION OF ITEMS FOR FUTURE AGENDA**

8. **NEXT MEETING: July 18, 2023**

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: 06/15/2023 Kronenwetter Municipal Center and www.kronenwetter.org

Faxed: WAOW, WSAW, WSAU, and Mosinee Times | Emailed: Wausau Daily Herald