



REVISED - VILLAGE BOARD MEETING MINUTES

June 26, 2023 at 6:00 PM

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

1. CALL MEETING TO ORDER

President Chris Voll called the meeting to order at 6:00 pm.

A. Pledge of Allegiance

Those in attendance cited the pledge of allegiance.

B. Roll Call

PRESENT

Village President Chris Voll

Trustee Ken Charneski

Trustee Tim Shaw

Trustee Sean Dumais

Trustee Alex Vedvik

Trustee Chris Eiden

Trustee Kelly Coyle

STAFF PRESENT

Village Attorney; Lee Turonie, Village Clerk; Bobbi Birk-LaBarge, Village Finance Director; Lisa Kerstner, Community Development Director; Pete Wegner, Interim Administrator; Kim Manley

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.

Bernie Kramer - 2150 E. State Highway 153 Peplin - Kramer states a petition has been started against the formation of an ethics committee

3. REPORTS FROM STAFF AND VENDORS

C. Treasurer-Finance Director Report

Finance Director Lisa Kerstner explains the treasurer's report. Trustee Charneski asks Kerstner if the interest of \$1,000.00 from moving funds to LGIP is correct. Kerstner confirms it is correct. Trustee Vedvik questions the balance in TID #2. Vedvik suggests we should spend on improvements to the village.

D. Community Development Planning and Zoning Director Report

Community Development Director Pete Wegner explains his report.

E. Staff Projects Report

Clerk Birk-LaBarge states the reports are drafted by Administrative Assistance Jennifer Poyer and asks for questions. Trustee Vedvik asks about updates on the lift stations that have been taking a while to

complete by Dun Rite Construction. Finance Director Lisa Kerstner explains she called Dun-Rite last week and questioned when they would be able to complete the work to the lift stations and they gave her another timeframe of a month to a month and a half.

4. NEW BUSINESS

- F. Discussion & Possible Action: Ordinance to Amend Code 180- Village Board, Section 180-3 Regular Meetings
Interim Administrator Kim Manley explains she updated the ordinance and had our Village Attorney look it over for corrections. The ordinance changes the documented day of the week for the Village Board meetings from Tuesday to Monday.
Motion made by Village President Voll, Seconded by Trustee Vedvik to approve ordinance Code 180
Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle
Motion Carries 7:0 by roll call vote.
- G. Discussion & Possible Action: Used Asphalt Roller & New Trailer
Motion made by Trustee Charneski, Seconded by Trustee Coyle to purchase the 1.5 Ton Double Drum Smooth Roller from United Rentals for \$14400.00 and the trailer from Bagley Trailer Sales for \$7000.00 with trade-in. Motion carried 7:0 by roll call vote.
Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle.
- H. Discussion & Possible Approval: Firefighter Job Description
Trustee Charneski moves to forward to PFC for approval. Trustee Vedvik seconds it.
Trustee Charneski moves to amend to approve and forward to PFC for their final approval. Trustee Vedvik seconds it.
Motion made by Trustee Charneski, Seconded by Trustee Vedvik.
Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle
- I. Discussion & Possible Approval: Commercial Crime Insurance Policy
Motion made by Trustee Eiden, Seconded by Trustee Shaw.to table this until a future village board meeting. Motion carried 7:0 by voice vote.
Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle.
- J. Discussion & Possible Approval: Interim Administrator Contract - Kim Manley
Motion made by Trustee Vedvik, Seconded by Trustee Coyle.to approve Kim Manley's contract and not to exceed the Administrator's budget line. Motion carried 7:0 by roll call vote.
Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle
- K. Discussion & Possible Approval: Retract Elimination of Human Resource Policy - HR-001
Motion made by Trustee Dumais, Seconded by Trustee Charnesk to remove HR-001. Motion carried 7:0 by voice vote.
Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle
- L. Discussion & Possible Approval: Revision of Human Resource Police - HR -003
Motion made by Trustee Vedvik, Seconded by Trustee Dumais to send the red-lined version of HR-003 to APC for further review. Motion carried 7:0 by voice vote.
Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle
- M. Discussion & Possible Approval: Revision of Finance Policy FIN-003
Motion made by Trustee Dumais, Seconded by Trustee Eiden to send FIN-003 back to APC for legal review to meet statutory requirements. Motion carried 7:0 by voice vote.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

N. Discussion & Possible Approval: Revision of Finance Policy FIN-004

Send back to APC for further review.

Motion made by Trustee Dumais, Seconded by Trustee Coyle to send FIN-004 back to APC for legal review. Motion carried 7:0 by voice vote.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

O. Discussion & Possible Approval: Revision of Finance Policy FIN-005

Motion made by Trustee Vedvik, Seconded by Village President Voll to send FIN-005 back to APC for legal review. Motion carried 7:0 by voice vote.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

P. Discussion & Possible Action: Revision of General Policy GEN-007

Motion made by Trustee Dumais, Seconded by Trustee Eiden to approve GEN-007 as presented. Motion carried 7:0 by voice vote.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

Q. Discussion & Possible Approval: Village Board and Committee Onboarding Checklist

Motion made by Trustee Dumais, Seconded by Trustee Eiden to send the checklist to the current Interim Administrator. Motion carried 7:0 by voice vote.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

R. Discussion & Possible Action: Renaming of Parks & Facilities

Trustee Charneski questioned the veracity of the report. Motion made by Trustee Dumais, Seconded by Trustee Coyle to take no action on this item. Motion carried 6:1 by voice vote.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Eiden, Trustee Coyle

Voting Nay: Trustee Vedvik

S. Discussion & Possible Action: Creation of Ad-HOC Committee to Discuss a Formal Recommendation on Structuring an Independent Ethics Committee

Motion made by Trustee Vedvik, Seconded by Trustee Coyle for formation of an Ad-HOC committee and remove prior wording in regard to residency length, allow former board committee and commission members and their spouses to be members with a nomination period of at least 60 days. Motion failed 4:3.

Voting Yea: Village President Voll, Trustee Vedvik, Trustee Coyle

Voting Nay: Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Eiden

5. OLD BUSINESS

None

6. CONSENT AGENDA

T. Operator's (Bartender's) License - Timothy Curtis, Angela Anderson

Motion made by Trustee Shaw, Seconded by Trustee Eiden to approve the consent agenda as presented. Motion carried 7:0 by voice vote.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

U. Village Board Meeting Minutes June 12, 2023

Motion made by Trustee Shaw, Seconded by Trustee Eiden to approve the consent agenda as presented. Motion carried 7:0 by voice vote.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

V. Village Board Meeting Minutes June 20, 2023

Motion made by Trustee Shaw, Seconded by Trustee Eiden to approve the consent agenda as presented. Motion carried 7:0 by voice vote.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

7. PREVIOUS MEETING MINUTES FROM COMMISSIONS AND COMMITTEES

W. APC Meeting Minutes April 05, 18, 28 & May 16, 2023

Trustee Charneski requests the April 28th minutes be updated to read, "Trustee Sean Dumais was invited into closed session."

8. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

Trustee Charneski requests Standard Operating Procedure for creation of agenda and packets. Interim Administrator Manley requests to handle this request and provide an update to the board at the next scheduled meeting.

Trustee Tim Shaw requests Committee Appointments be added as an agenda item on the next Village Board meeting.

9. ADJOURNMENT

Motion made by Trustee Shaw, Seconded by Village President Voll to adjourn.

Voting Yea: Village President Voll, Trustee Charneski, Trustee Shaw, Trustee Dumais, Trustee Vedvik, Trustee Eiden, Trustee Coyle

Meeting adjourned at 9:06pm

Minutes created by: Clerk Bobbi Birk-LaBarge

Minutes approved by VB on July 10, 2023