



ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

March 17, 2026 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
Roll Call
PRESENT
Guy Fredel
Mary Solheim
Dan Joling
Chris Kluz

ABSENT
Sandi Sorensen

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.

None.

3. APPROVAL OF MINUTES- DISCUSSION AND POSSIBLE ACTION

- C. February 17, 2026 Administrative Policy Committee Meeting Minutes
Motion by Joling/Kluz to approve minutes as presented. Motion carried 4:0 by voice vote.

4. REPORTS AND DISCUSSIONS

- D. Finance Director Report
Finance Director discusses the new account clerk's onboarding and how that is going. He also discusses the 2024 Financial Audit. The hope is to have the audit for 2024 wrapped up by March 31st and roll right into 2025 audit. He discusses future auditing firm plans for RFPs and also TID reports for TID 3 closures. He talks on borrowing and capital improvement plans and how he thinks how it should go in the future.

5. OLD BUSINESS- DISCUSSION AND POSSIBLE ACTION

- E. Discussion of Suggestions for Employee Handbook Revision
Motion by Joling/Fredel to table the discussion indefinitely, pending the outcome of ongoing investigations and having the appropriate cover sheet presented to the committee for discussion and possible action. Solheim stated that she felt the ask for this topic from prior meeting was appropriate to hold a discussion at this meeting. Motion carried 4:0 by voice vote.
- F. Discussion of Proposed Changes to Ordinance 180-2

Solheim discusses what the item includes, she states it also does not have a cover sheet. Motion by Joling/Kluz to postpone Item 5F indefinitely to allow for a proper cover sheet provided for appropriate discussion and decision and pending outcome of the investigation. Motion carried 4:0 by voice vote as ammended.

6. NEW BUSINESS- DISCUSSION AND POSSIBLE ACTION

G. Johnson Controls Fire Protection Contract

Finance Director presened this for Public Works Director, he discussed the contract details for the three year contract. Motion by Fredel/Joling to recommend Village Board approve as presented. Solheim asked if it would be helpful to have cover sheets for each of these contract renewals. Motion carried 4:0 by roll call.

H. Allen Kraft/Kraft's Kuddly Kritters Petting Zoo Contract for Services

Motion by Joling/Kluz Accept and recommend Village Board approve the contract as presented. Motion carried 4:0 by Roll Call.

I. 2026 Music at the Market Musician Contracts

Motion by Joling/Fredel to accept and recommend Village Board approve the 2026 Music at the Market Musician contracts and update the signature lines to reflect Village Clerk not Community Development. Motion carried 4:0 by Roll Call.

7. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

RFP for the Assessment, Revaluation Contracts

8. NEXT MEETING: April 20, 2026

9. ADJOURNMENT

Motion by Fredel/Kluz 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: 03/13/2026 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

Minutes prepared by _____