



VILLAGE BOARD JOINT MEETING WITH APC & UC MINUTES

June 12, 2023 at 5:30 PM

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

1. CALL MEETING TO ORDER

President Chris Voll calls the meeting to order at 5:30 pm.

A. Pledge of Allegiance

Those in attendance cited the pledge of allegiance

B. Roll Call Village Board Members

PRESENT

Village President Chris Voll

Trustee Chris Eiden

Trustee Alex Vedvik

Trustee Ken Charneski

Trustee Kelly Coyle

Trustee Tim Shaw - entered meeting at 5:34 pm

Trustee Sean Dumais

STAFF MEMBERS PRESENT

Interim Administrator; Dan Mahoney, Village Clerk; Bobbi Birk-LaBarge, Community Development Director; Pete Wegner, Finance Director; Lisa Kerstner, Director of Public Works; Dan Hekrdle, Chief of Police; Terry McHugh

GUEST SPEAKERS

Timothy Perkins - Arrow Audio

C. Role Call Utility Committee Members

PRESENT

Alex Vedvik, Sean Dumais, James Buck

MEMEBRS ABSENT

Craig Mortensen, Carly Jones

D. Roll Call Administrative Policy Committee Members

PRESENT

Chris Voll, Kelly Coyle, Mary Solheim

MEMBERS PRESENT VIA PHONE

Jordyn Wadle-Leff

MEMBERS ABSENT

Lyn McCarthy

2. NEW BUSINESS

E. Discussion & Possible Approval: Construction Management Quotes for Water Treatment Facility Construction Project

Interim Administrator Dan Mahoney explains at a previous Utility Committee meeting, Public Works Director Dan Hekrdle was informed, per village policy, he needed to provide more than one quote for bids. Mahoney explains Hekrdle was instructed to put a RFQ together but unfortunately that did not happen. At the UC meeting, staff was instructed to work and finalize RFQ's and send them out. They were sent to AECON, MARK THOMPSON & RPS ASSOCIATES. As a result, proposals were given by BECHER HOPPE, RPS. AECON and MARK THOMPSON responded back with a letter appreciating the inquiry, but they did not have the staffing to respond with a project of this particular nature.

Motion by Sean Dumais, second by James Buck to send this item to APC with the recommendation of choosing Becher Hoppe for the construction management bid not to exceed \$74,000.00.

Voting Yea: Vedvik, Dumais, Buck

Motion passes 3:0 by roll call vote.

Motion by Vedvik, second by Dumais to adjourn the UC meeting. Motion passes 3:0 by voice vote.

UC Meeting adjourned at 5:41 pm.

APC member Kelly Coyle, second by Wadle-Leff to make a motion to send this item to village board for acceptance in regard to the Becher Hoppe bid for construction management contract not to exceed \$74,000.00. Motion passes unanimously by voice vote.

Motion by Wadle-Leff, second by Coyle to adjourn the APC meeting. Motion passes unanimously by voice vote.

APC Meeting adjourned at 5:45 pm.

3. ADJOURNMENT of UC Members

Motion by Vedvik, second by Dumais to adjourn the UC meeting. Motion passes 3:0 by voice vote.

UC Meeting adjourned at 5:41 pm.

4. ADJOURNMENT of APC Members

Motion by Wadle-Leff, second by Coyle to adjourn the APC meeting. Motion passes unanimously by voice vote.

APC Meeting adjourned at 5:45 pm.

5. 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 east State Highway 153 Peplin WI. Kramer states he is against the formation of an Ethics Committee.

President Voll announces a closed session will take place later in the meeting.

6. REPORTS FROM STAFF AND VENDORS

F. Police Chief's Report

Chief McHugh said they have had a very busy month of May. The Village will be losing one crossing guard due to personal issues.

G. Well Pumpage Report

Director of Public Works Dan Hekrdle explains he submitted the report per a recommendation that it be brought back. The report focuses on water results from the previous month.

H. Fire Chief's Report

Chief O'Brien is on vacation. President Voll asks how the repairs to Bay #3 are coming along.

Administrator Mahoney explains Clerk Birk-LaBarge got the estimate today and it is not inexpensive.

Trustee Vedvik requests Chief O'Brien give an update on a possible future ambulance service.

7. OLD BUSINESS

- I. Arrow Audio representative Timothy Perkins explains the three options he provided to us via email. Perkins explains the audio is unacceptable and explains the village's phone company would need to meet at the same time with a representative for Arrow Audio to determine what the error connection is.
- J. Discussion & Possible Action: Denyon Homes Developers Agreement Kronenwetter Drive Community Development Director Pete Wegner explains the packet contained two different drafts of the developer's agreement. Director Wegner hands out hard copies of the correct developer's agreement. Director Wegner explains there are penalties if Denyon does not meet timing requirements for improvements to property.
Motion made by Trustee Vedvik, seconded by Trustee Coyle to accept the Denyon Homes developers' agreement with amendments to void the date 01/01/2027" in item 5c. The final language should read, "If the required assessment value is not completed in parent "A" and parent "B" as defined above, the developer shall convey the property to the village for the purchase price of \$45,000.00.
Voting Yea: Village President Voll, Trustee Eiden, Trustee Vedvik, Trustee Dumais, Trustee Coyle, Trustee Shaw
Voting Nay: Trustee Charneski
Motion carried 6:1 by roll call vote.
- K. Discussion & Action: Committee Structure
Trustee Vedvik explains this item is about APC, CLIPP and UC. Vedvik's recommended action is to direct APC to look at all citizen committees and recommend a new committee structure. APC should examine all citizen committees to see how responsibilities are divided up. President Voll explains the last time this was brought up, the Board developed an AdHOC committee to oversee it. Trustee Vedvik states he would be open to that. Trustee Coyle explains all this is proposing is an overall review of all committees to see if they are functioning as they should or if they need to be adjusted.
Charneski makes a motion to end discussion on this item. No second on the motion. Motion fails.
Vedvik moves to create a AdHoc Committe made up of members of each citizen committee (CLIPP, APC, UC) to review our current committee structure. Coyle seconds the motion. 7 members with at with
Shaw makes amendment to include Ken Charneski as the odd member of the AdHOC committee.
Motion made by Trustee Vedvik, Seconded by Trustee Coyle to create and AdHOC committee to examine and review our current committee structure. Made up of at least (2) members of each citizen committee for a total of 7 members. The existing committees will decide who their two members will be. Trustee Shaw would like to make an amendment to the motion to have Trustee Charneski as the 7th member.
Voting Yea: Village President Voll, Trustee Eiden, Trustee Vedvik, Trustee Coyle, Trustee Shaw, Trustee Dumais.
Voting Nay: Trustee Charneski
Motion passes 6:1 by voice vote.

8. NEW BUSINESS

- L. Discussion: Village Board Onboarding
Trustee Charneski questions who put this on the agenda for discussion. Trustee Vedvik questions why this item is a board action.
- M. Discussion & Possible Approval: Filtration Plant Construction Observation Contract
Motion by Dumais second my Eiden to accept the Becher Hoppe construction management services contract not to exceed \$74,000.00.
Voting Yea: Village President Voll, Trustee Eiden, Trustee Vedvik, Trustee Charneski, Trustee Coyle, Trustee Shaw, Trustee Dumais. Motion passes 7:0 by roll call vote.
- N. Discussion & Possible Approval of Policy FIN-010; Grant Applications and Distributions

Current Village Treasurer, Lisa Kerstner would like language added to reflect those applying for grants must notify finance Director when applying and upon acceptance of grants, so the finance employee is aware of where those funds are coming in from and where they need to be placed once received. Motion made by Trustee Vedvik, second by Eiden to accept the updates to FIN-010 with amendments to language adding the notification of the finance director when applying and upon acceptance of grants.

Voting Yea: Village President Voll, Trustee Eiden, Trustee Vedvik, Trustee Charneski, Trustee Coyle, Trustee Shaw, Trustee Dumais. Motion passes 7:0 by voice vote.

- O. Discussion & Possible Action: Resolution No.: 2023-004; Naming of an Authorized Representative for the Environmental Improvement Fund (UC)

Motion by Dumais, seconded by Eiden to approve resolution 2023-004 naming the village president to be the village's authorized representative for signing documents.

Voting Yea: Village President Voll, Trustee Eiden, Trustee Vedvik, Trustee Charneski, Trustee Coyle, Trustee Shaw, Trustee Dumais. Motion passes 7:0 by roll call vote.

- P. Discussion: Report from Public Works Director on Roof and Village Hall Expansion Plans

Director Hekrdle explains the quotes he has gotten so far. There was a leak by the AC unit that goes above the village employee workout room.

The expansion plans were started by Duane Gau and wanted staff to gather a list of expansion issues in their department they already have. This will assist for future growth and expansion of the Village of Kronenwetter.

Dun-Rite construction came to the village will give us a quote on the price of the roof.

MalBrit has been called out numerous times with the heating and cooling issues in the building.

Motion made by Trustee Vedvik, Seconded by President Voll to send to CLIPP for further discussion.

Voting Yea: Village President Voll, Trustee Eiden, Trustee Vedvik, Trustee Charneski, Trustee Coyle, Trustee Shaw, Trustee Dumais. Motion passes 7:0 by voice vote.

- Q. Discussion & Possible Action: VAC Truck Quotes

UC has decided not to purchase a VAC truck this year.

Motion by Voll, second by Dumais to take no action on this item. Motion passes 7:0 by voice vote call.

- R. Discussion & Recommendation: VOK Towering Pines Outdoor Skating Rink

Motion by Dumais, second by Coyle to recommend sending this item back to CLIPP for further review.

Voting Yea: President Voll, Trustee Shaw, Trustee Dumais, Trustee Coyle, Trustee Vedvik, Trustee Charneski. Motion carries 7:0 by voice vote.

- S. Discussion & Possible Action: Agenda Item to be added to the June 27, 2023, VB meeting pertaining to Ethics Committee

Motion by Eiden, second by Vedvik to put this item on the next village board agenda for further discussion and to include a code of conduct.

Voting Yea: Voll, Eiden, Vedvik, Coyle

Voting Nay: Charneski, Shaw, Dumais

Motion carries 4:3 by roll call vote.

9. CONSENT AGENDA

- T. May 22, 2023, Village Board Meeting Minutes

Trustee Charneski states page 138 Item E., he would like that to read as he "questioned" if the village would have to give the applicant one that has the notice on it. Clerk Birk-LaBarge states she will adjust the wording.

Motion by Voll, second by Charneski to approve the May 22, 2023, meeting minutes as amended.

Motion passes unanimously by voice vote.

- U. June 08, 2023, Village Board Special Meeting Minutes

Trustee Dumais mentions needing to add the vote after we came out of open session. Clerk Birk-LaBarge states she will adjust and correct the minutes.

Motion by Trustee Eiden, seconded by Trustee Shaw to approve the minutes as amended.

Motion passes unanimously by voice vote.

- V. Motion by Trustee Eiden, second by Trustee Coyle to approve all remaining consent agenda items as presented. Motion passes unanimously by voice vote.
- W. Motion by Trustee Eiden, second by Trustee Coyle to approve all remaining consent agenda items as presented. Motion passes unanimously by voice vote.
- X. Cigarette License Renewals
51 Bar & Grill LLC - 51 Bar & Grill
Sickler Group LLC - Village Crossing
Dollar General, 1831 County Road XX
Motion by Trustee Eiden, second by Trustee Coyle to approve all remaining consent agenda items as presented. Motion passes unanimously by voice vote.
- Y. Motion by Trustee Eiden, second by Trustee Coyle to approve all remaining consent agenda items as presented. Motion passes unanimously by voice vote.
- Z. Training Leave Request for Village Clerk - Clerk's & Treasurer's Institute - Green Bay, WI
Motion by Trustee Eiden, second by Trustee Coyle to approve all remaining consent agenda items as presented. Motion passes unanimously by voice vote.
- AA. Training Leave Request for Village Finance Director - Clerk's & Treasurer's Institute - Green Bay, WI
Motion by Trustee Eiden, second by Trustee Coyle to approve all remaining consent agenda items as presented. Motion passes unanimously by voice vote.
- BB. Contract for Service - Music Talent at Farmer's Market - Garth Engelbright, Steve Strasman, Daniel Larson
Motion by Trustee Eiden, second by Trustee Coyle to approve all remaining consent agenda items as presented. Motion passes unanimously by voice vote.
- CC. Contract for Service - 2023 Market Manager Agreement - Farmers Market
Motion by Trustee Eiden, second by Trustee Coyle to approve all consent agenda items as presented. Motion passes unanimously by voice vote.

10. PREVIOUS MEETING MINUTES FROM COMMISSIONS AND COMMITTEES

- DD. Acknowledgement of Reports/Minutes from Committees, Commissions, and Boards
Utility Commission Minutes May 02, 2023
CLIPP Minutes May 03, 2023
No questions or comments.
- EE. May 3, 2023 CLIPP Committee Meeting Minutes
President Voll thanks the committees for their minutes.

11. 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 Public Works Director; Dan Hekrdle performance review

Motion by Trustee Shaw, seconded by Eiden to convene into closed.

Motion passes 7:0 by roll call vote.

President Voll invites Interim Administrator Dan Mahoney to stay for closed session. Clerk Bobbi Birk-LaBarge is asked to step out.

Closed session begins at @ 8:03 pm

12. RECONVENE OPEN SESSION

Consideration of motion to reconvene into open session.

Motion by Shaw, second by Eiden to reconvene into open session.

Motion passes unanimously 7:0 by roll call vote.

Open session begins at 8:48 pm.

13. DISCUSSION AND ACTION - Public Works Director Performance Review results

Motion by Trustee Shaw, second by Coyle to Direct Interim Administrator Dan Mahoney review Public Works Director Dan Hekrdle's performance evaluation with him and follow through as discussed in closed session.

Motion passes 7:0 by voice vote.

14. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

Park & facilities naming policy for discussion.

Committee Structure

President Voll reminds all Trustees to have their packet materials and reports to the clerk for their items of discussion.

15. ADJOURNMENT

Motion by President Voll, seconded by Trustee Shaw to adjourn.

Motion passes 7:0 by voice vote.

Meeting adjourned at 8:55 pm.

Minutes by: Clerk Bobbi Birk-LaBarge

Minutes Approved by VB on June 26, 2023