



# AD HOC COMMITTEE MEETING MINUTES

November 28, 2023 at 6:00 PM

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

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## 1. CALL MEETING TO ORDER

*Committee Chairperson Alex Vedvik called the meeting to order at 6 p.m.*

### A. Pledge of Allegiance

*Those in attendance recited the Pledge of Allegiance.*

### B. Roll Call

**PRESENT:** *Trustee Alex Vedvik, Trustee Kelly Coyle, Trustee Ken Charneski, Trustee Sean Dumais, Lyn McCarthy, Pat Kilsdonk*

**ABSENT/EXCUSED:** *Craig Mortenson, Trenton Karch*

**STAFF PRESENT:** *Jennifer Poyer*

## 2. PUBLIC COMMENT

*No public comment was made.*

## 3. OLD BUSINESS

### C. Discussion and Possible Action: Review of Utility Commission Ordinance Examples

*No action taken.*

*Discussion: Spending authority of Utility Commission; committee vs. commission powers; legal responsibilities of committee vs. commission; League of Municipalities definition of board and commission; goals of action to make it a utility commission; oversight of which utilities; trustees or no trustees on the commission; electing commission members; appointing commission members; Marshfield's Utility Commission*

*Changes were made to the proposed Public Utility Commission draft including designating the commission is over water and sewer only; adding spending authority; having trustees serve on the commission and rate changes having to obtain Village Board approval.*

*The process for trustee appointments to commissions and committees was also discussed. Trustee Kelly Coyle provided a draft for changes to be made to the process.*

### D. Discussion and Possible Action: Review of Finance & Personnel Ordinance Examples

*No action taken.*

*Discussion: Pros and cons of splitting the Administrative Policy Committee (specific focus for committees, number of meetings, staff burden); streamlining the Citizen Committee Member Application*

## 4. APPROVAL OF PREVIOUS MEETING MINUTES

### E. Approval of Minutes from Oct. 30, 2023 Ad Hoc Committee Meeting - Committee Structure

Prepared by Jennifer Poyer

Approved by the Ad Hoc Committee on Committee Structure on January 23, 2024

*Motion by McCarthy/Coyle to approve the October 30, 2023 Ad Hoc Committee Meeting Minutes as presented. Motion carried by voice vote. 6:0.*

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

*Set next meeting date as January 23, 2024.*

**6. ADJOURNMENT**

*Motion by McCarthy/Coyle to adjourn the November 28, 2023 Ad Hoc Committee Meeting.*

*Meeting adjourned at 8:23 p.m.*