



## VILLAGE BOARD MEETING MINUTES

April 22, 2024 at 6:00 PM

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

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### 1. CALL MEETING TO ORDER

*President Chris Voll called the meeting to order at 6:00 p.m.*

#### A. Pledge of Allegiance

*Those in attendance were invited to recite the Pledge of Allegiance.*

#### B. Roll Call

**PRESENT:** *President Chris Voll, Trustee Chris Eiden, Trustee Ken Charneski, Trustee Kelly Coyle, Trustee Alex Vedvik, Trustee Aaron Myszka, Trustee Cindy Lee Buchkowski-Hoffmann*

**STAFF:** *Administrator Leonard Ludi, Treasurer Lisa Kerstner, Fire Chief Theresa O'Brien, Clerk Jennifer Poyer*

### 2. ANNOUNCEMENT OF CLOSED SESSION

### 3. PUBLIC COMMENT

*Guy Fredel – 2240 Ruby Drive, Kronenwetter, WI 54455 – Fredel spoke on the recent work of an area pastor who is raising donations to pay off school kids' lunch debt. Fredel encouraged the board to issue a call to residents to donate money to the Mosinee and DC Everest school districts students' lunch debt.*

*Bernie Kramer – 2150 State Highway 153, Peplin, WI 54455 –Kramer also spoke to agenda items 7 T. Resolution 2024-004; Resolution Appointed Elected Officials to the Village Board, 5Q. Discussion and Possible Action: Village of Kronenwetter Code of Conduct and the lack of the possible Village ambulance service on the agenda.*

*Dave Baker – 690 Happy Hollow Road, Kronenwetter, WI 54455 – Baker addressed agenda item 5Q. Discussion and Possible Action: Village of Kronewnetter Code of Conduct and 5J. Discussion and Possible Action: Updated Village of Kronenwetter Organization Chart. He believes the Code of Conduct is a flawed document.*

*Tim Shaw – 1225 Autumn Road, Kronenwetter, WI 54455 – Shaw addressed agenda item 5Q. Discussion and Possible Action: Village of Kronewnetter Code of Conduct, 5J. Discussion and Possible Action: Updated Village of Kronenwetter Organization Chart, and 7V. Resolution 2024-006: Annual Appointment of Trustees and Citizen Members to Various Committees, Commissions, and Boards. Shaw also questioned why an evaluation of Treasurer Lisa Kerstner was not done before the first meeting of the new board.*

#### **4. REPORTS FROM STAFF AND VENDORS**

##### **C. Administrator's Report**

*Leonard Ludi presented his actions and efforts during the past few weeks including the roof project, ADA project, open records policy, road sealcoat project, grant applications, etc. He was asked about the railroad accessibility study and CoVantage investigation.*

##### **D. Treasurer's Report**

##### **E. Check Register 4/4 - 4/19**

#### **5. NEW BUSINESS**

##### **F. Discussion and Possible Action: Onboarding Session for Newly Elected Trustees**

*Prepared onboarding information from former interim administrator, Dan Mahoney. The value of an in-person onboarding meeting and Village tours was discussed. The League of WI Municipalities Handbook for Wisconsin Municipal Officials was offered as a valuable resource for trustees.*

*Motion by Vedvik/Myszka to direct staff to set up an in-person orientation meeting for the new trustees and other trustees who are interested in attending, also, to provide tours to all the Village departments. Motion carried by voice vote. 7:0.*

##### **G. Discussion and Possible Action: 2024 Road Maintenance Bid Packet Award**

*Motion by Charneski/Coyle to approve the contract with Fahrners Asphalt Sealers LLC. Motion carried by roll call vote. 7:0.*

##### **H. Discussion and Possible Action: Fire Department Engine 2 (old Fire truck) to Surplus Auction.**

*Fire Chief Theresa O'Brien said the fire department has not used Engine 2 in the last six months. They are not able to use it for parts.*

*Motion by Charneski/Eiden to approve putting the 2000 Sterling Engine 2 up for auction on the Surplus Auction site. Motion carried by roll call vote. 7:0*

##### **I. Discussion and Possible Action: Disposal of Village Owned Surplus Property**

*Discussed possible value of large map printer and possible use of phones.*

*Motion by Vedvik/Coyle to authorize staff to dispose of surplus items on the presented list. Motion carried by roll call vote. 7:0.*

*Discussed possible value of large map printer and possible use of phones.*

##### **J. Discussion and Possible Action: Updated Village of Kronenwetter Organization Chart**

*Discussed moving the village president down to trustee level, moving the administrative assistant position down a level and placing Village residents above the Village Board.*

*Motion by Charneski/Eiden to approve the organization chart as amended. Motion carried by voice vote. 7:0.*

##### **K. Discussion and Possible Action: Implementation of Municipal Building Summer Hours**

*Discussed customer service by Village staff, possible split shifts, benefit to staff without financial cost to taxpayers, and total number of Fridays involved (14).*

*Motion by Vedvik/Coyle to approve summer hours as presented. Motion carried by roll call vote. 5:2.*

- L. Discussion and Possible Action: Adoption of the 2025 Capital Improvement Plan Process**  
*Discussed the proposed process and necessity of adopting this as a policy vs. keeping it as an administrator action.*

*Motion by Vedvik/Coyle to recommend the administrator create the 2025 Capital Improvement Plan Process. Motion carried by voice vote. 7:0.*

- M. Discussion and Possible Action: Budget Amendment #3 Lift Station & Safe Water Drinking Loan**  
*Discussed the reasons behind the lift station failures and use of the entire maintenance budget. Discussed Water Lead Mark Mackey's recommendations for lift station maintenance and cleaning.*

*Motion by Vedvik/Eiden to approve Budget Amendment #3 Lift Station & Safe Water Drinking Loan. Motion carried by roll call vote. 7:0.*

- N. Discussion and Possible Action: Increase of Committee Member Compensation.**  
*Discussed the purpose of the compensation, the last increase, the role of volunteering, the number of members who do not accept compensation and the compensation of elected officials.*

*Motion by Vedvik/Voll to send this item back to APC and also consider increasing compensation for elected officials.*

*Motion carried by voice vote. 7:0.*

- O. Discussion: 2024 Board of Review Dates**  
*Announced the dates: Open Book – May 1, 2024 and May 22, 2024.*

- P. Discussion and Possible Action: Selection of Village Trustee to Attend Board of Review Training**  
*Trustees Kelly Coyle and Aaron Myszka will complete the Board of Review Training.*

- Q. Discussion and Possible Action: Village of Kronenwetter Code of Conduct**  
*Discussed the history of this agenda item and its role in accountability and due process. Also, discussed the ramifications and benefits that could come from its implementation.*

*Motion by Coyle/Myszka to send the Code of Conduct back to the Administrative Policy Committee to continue their work on this item. Motion carried by voice vote. 4:3.*

- R. Discussion and Possible Action: Change Date or Cancel Village Board Meeting on Monday, May 27, 2025, Due to the Upcoming Memorial Day Holiday**  
*Motion by Vedvik/Myszka to cancel the May 27, 2024 Village Board Meeting. Motion carried by voice vote. 7:0.*

**6. OLD BUSINESS**

- S. Discussion & Possible Action: 2023 Preliminary (Pre-Audit) Budget vs Actual**  
*No action taken.*

**7. CONSENT AGENDA**

- T. Resolution 2024-004; Resolution Appointed Elected Officials to the Village Board**  
*Motion by Vedvik/Coyle to take no action until next Village Board meeting. Motion carried by roll call vote. 5:2.*

**U. Resolution 2024-005; Adoption of Village of Kronenwetter Municipal Center Summer Operating Hours**

*Motion by Charneski/Voll to approve items U, W and X under the Consent Agenda. Motion carried by roll call vote. 7:0.*

**V. Resolution 2024-006: Annual Appointment of Trustees and Citizen Members to Various Committees, Commissions, and Boards.**

*Discussed possible changes to the appointments and the power of the president to appoint members to committees.*

*Motion by Vedvik/Coyle to approve the Annual Appointment of Trustees and Citizen Members to Various Committees, Commissions and Boards list. Motion carried by roll call vote. 5:2.*

**W. Resolution 2024-007; Resolution for the Disposal of Surplus Property**

*SEE AGENDA ITEM 7U.*

**X. April 08, 2024, Village Board Meeting Minutes**

*SEE AGENDA ITEM 7U.*

**8. PREVIOUS MEETING MINUTES FROM COMMISSIONS AND COMMITTEES**

**Y. February 20, 2024, Administrative Policy Committee Minutes**

*APC thanked for their minutes.*

**9. 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 Employee Evaluation Finance Director Lisa Kerstner

*Motion by Coyle/Vedvik to move into closed session. Motion carried by roll call vote. 7:0.*

**10. RECONVENE OPEN SESSION**

Consideration of motion to reconvene into open session.

*Motion by Coyle/Eiden to reconvene into open session. Motion carried by roll call vote. 7:0.*

**11. ACTION AFTER CLOSED SESSION**

Discussion and Possible Action: Employee Evaluation Finance Director; Lisa Kerstner

*Motion by Coyle/Eiden to approve a 3% raise as discussed for Treasurer Lisa Kerstner.*

*Motion carried by roll call vote. 6:1.*

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

- *Administrator 90 day evaluation*
- *Trustee interaction with staff*
- *Retreat with trustees*

**13. ADJOURNMENT**

*Motion by Charneski/Vedvik to adjourn the April 22, 2024 Village Board Meeting. Motion carried by voice vote. 7:0.*