



****REVISED** ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES**

November 21, 2024 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
PRESENT
Kelly Coyle
Chris Voll
Mary Solheim
Jordyn Wadle-Leff
Terry Lewis-Birkett

2. ANNOUNCEMENT OF CLOSED SESSION

3. 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

4. APPROVAL OF MINUTES

- C. Administrative Policy Committee Minutes October 17, 2024
Motion by Coyle/Solheim to approve minutes as presented. Motion Caried 5:0 by voice vote.

5. OLD BUSINESS

- D. Discussion and Possible Action: Policy GEN-010-Public Comment - for citizens unable to attend Village Committees, Commissions & Boards
Direct staff to add additional verbiage to the policy to include discussed revisions.
- E. Discussion and Possible Action: Revision of Ordinance 180-3; Village Board Meetings
Chris will compile all the pieces to 180-3 and bring it back to a later meeting along with GEN-009 for review and recommendations.
- F. Discussion and Possible Action: Removal of Policy Gen-009
Will be brought back with Ordinance 180-3 at a later date.

6. NEW BUSINESS

- G. Discussion & Possible Action: Updated Fee Schedule
Greg Ulman-Public Works Director explained how he compiled the updated fee list and prices. Multiple surrounding municipalities were compared to compile the updated fees. Jordyn requested for the proposed fee schedule to be formatted into an excel spreadsheet for ease of reading. Due to time sensitivity Account Clerk Sarah Fisher requested that Dog fees be passed at this meeting and pushed to

the board. APC members agreed on updated fees for dog licenses remainder of fees will be brought back to next meeting. Motion by Wadle-Leff/Coyle to recommend village board approve Dog Licenses Fees as amended. Motion carried 5:0 by voice vote.

- H. Renewal of Contract for Service - League of Wisconsin Municipalities Mutual Insurance Company 2025 Proposal

Motion by Voll/Coyle to recommend Village Board approve Contract as presented. Motion carried 4:1 By voice vote.

- I. Discussion & Possible Action: Hiring of Interim Administrator and/or Finance Director
- J. Discussion & Possible Action: Renewal of Police Officer Health Insurance United Health Care
Motion by Voll/Lewis-Birkett to recommend Village Board approve as presented. Voll Rescinded original motion. Staff has direction on what to bring back for next meeting, as well as looking into the HIPPA notice. This was deemed not a HIPPA Violation as their member numbers were NOT their social security numbers. Members were notified what was published.

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 Review of Village Clerk and Village Treasurer Candidates.

Motion by Coyle/Wadle-Leff to convene into closed session. 5:0 by Roll Call.

RECONVENE OPEN SESSION

Consideration of motion to reconvene into open session.

ACTION AFTER CLOSED SESSION

Continue Job search for Village Clerk and Village Treasurer.

7. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

Fee Schedule, Ordinance 180-3, Gen-010, GEN-009, PD health insurance, and APC meeting day.

8. NEXT MEETING: December 19,2024

9. ADJOURNMENT

Motion by Coyle/Voll to adjourn. Motion carried 5:0 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: 11/20/2024 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