



SPECIAL VILLAGE BOARD MEETING AGENDA

March 12, 2026 at 4:00 PM

Kronenwetter Municipal Center - 1582 Kronenwetter Drive Room A121 (Upper Level)

Microsoft Teams Meeting Join:

<https://teams.microsoft.com/meet/23579767085574?p=523MTZ36ChxgzvfYz4>

Meeting ID: 235 797 670 855 74 Passcode: 54G3kP6Q

1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. ANNOUNCEMENT OF CLOSED SESSION

3. CLOSED SESSION

Consideration of motion to convene into closed session pursuant to Wis. Stat. s. 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) and Wis. Stat. s. 19.85(1)(f) (Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations) – to wit specific concerns regarding a personnel employment issue and possible action to address the same.

4. RECONVENE OPEN SESSION

Consideration of motion to reconvene into open session.

5. ACTION AFTER CLOSED SESSION

6. NEW BUSINESS - DISCUSSION AND POSSIBLE ACTION

- C. Estimate for Investigation Cost
- D. Engagement with HJC Law & Consulting, LLC

7. OLD BUSINESS - DISCUSSION AND POSSIBLE ACTION

- E. Engagement with von Briesen & Roper, s.c. for Legal Services

8. ADJOURNMENT

NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request service, contact the clerk's office, 1582 Kronenwetter Drive, WI 54455 (715)-692-1728

Posted: 03/11/2026 Kronenwetter Municipal Center and www.kronenwetter.gov

Faxed: WAOW, WSAU, City Pages, Mosinee Times | Emailed: Wausau Daily Herald, WSAW, WAOW, Mosinee Times, Wausau Pilot and Review, City Pages, The Wausonian



March 9, 2026

VIA EMAIL

Village of Kronenwetter
c/o Village President Dan Joling
1512 Kronenwetter Drive
Kronenwetter, WI 54455

Dear President Joling:

Thank you for asking HJC Law & Consulting, LLC (“HJC”) to represent the Village of Kronenwetter (the “Village”). I look forward to working with you and your team. The purpose of this letter is to explain and confirm the terms and conditions related to my representation of the Village. If at any point there is an issue regarding the representation, please immediately reach out so that we can discuss your questions or concerns.

SCOPE OF SERVICES

You have asked me to represent the Village by serving as an Independent Investigator relating to various personnel concerns within the Village. The scope of services may be broadened upon mutual agreement of both parties. From time to time, I may open a different “matter” internally, which you will see embodied by submission of a separate billing statement. I may undertake this process for a variety of reasons, but the primary reason will be my desire and duty to ensure that I clearly communicate the nature of my work for you.

RESPONSIBILITIES

In reliance upon information and guidance provided by you, I will provide legal counsel and assistance in accordance with this letter, keep you reasonably informed of progress and developments, and respond to your inquiries. As suggested above, all of my work is for the Village and, as a result, belongs to the Village.

FEES FOR LEGAL SERVICES

My fees for legal services rendered to the Village will be primarily based on the amount of time required and my hourly rate for providing the services. This rate is periodically adjusted to reflect increased efficiency, skills and cost increases. You will be informed of any adjustment to the rate in advance, which will then apply to all services performed thereafter.

My current hourly billing rate for services is **\$375.00**. I will attempt to provide efficiencies and economies whenever possible. I am also willing to discuss alternative billing arrangements based upon the nature of a project or assignment. Please let me know if you would like to discuss alternatives at any point.

Village of Kronenwetter
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LIMITED LIABILITY

HJC is a limited liability company under Wisconsin law. Like any business in the service sector, the firm maintains professional liability insurance, the policy limits of which exceed the minimum amounts required by the Wisconsin Supreme Court for limited liability entities of its size.

COMMUNICATION BY E-MAIL

The firm primarily communicates with its clients via unencrypted internet e-mail, and this will be the way in which I communicate with you. While unencrypted e-mail is convenient and fast, there is risk of interception, not only within internal networks and the systems used by internet service providers, but elsewhere on the internet and in the systems of my clients and their internet service providers. From time to time, I may ask you to utilize an encrypted system depending upon the nature of the information being transmitted. If you have any concerns with the platform for the communications with one another, please let me know.

FILE RETENTION AND DESTRUCTION

In accordance with records retention policy, most paper and electronic records that the firm maintains are subject to a 10-year retention period from the last activity date. Extended retention periods may apply to certain types of services or pursuant to your specific directives.

After the expiration of the applicable retention period, the firm will destroy your records without further notice to you, unless you notify it otherwise. At the conclusion of the representation, you may opt to retrieve your records from the firm. I am happy to accommodate you in this regard.

GENERAL PROVISIONS

Enclosed is a statement entitled “General Provisions” setting forth additional terms and conditions which are incorporated into this letter and apply to the firm’s representation to the extent they are not inconsistent with the terms of this letter.

It bears mentioning again – if at any time during the course of the representation you have any questions or comments about costs, services, or any aspect of how I provide services, please don’t hesitate to contact me. If this letter accurately captures your understanding of how the firm will work for and with you, I would appreciate you signing below and returning a copy to me. I look forward to a rewarding relationship with the Village of Kronenwetter and again appreciate the trust you have placed in HJC.

Village of Kronenwetter
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The Village of Kronenwetter agrees to retain the services of HJC Law & Consulting, LLC under the terms and conditions specified above.

Name: _____

Signature: _____

Date: _____

Sincerely,

HJC Law & Consulting, LLC



Jacob J. Curtis

Enclosure

HJC Law & Consulting, LLC**GENERAL PROVISIONS**

Except as modified by the accompanying engagement letter, the following provisions will apply to the relationship between HJC Law & Consulting, LLC, and its clients:

- (1) The time for which a client will be charged will include, but will not be limited to, telephone and office conferences with a client and counsel, witnesses, consultants, court personnel, and others; conferences among outside personnel; factual investigation; legal research; responding to clients' requests to provide information to auditors in connection with reviews or audits of financial statements; drafting of letters, pleadings, briefs, and other documents; travel time; waiting time in court or elsewhere; and time in depositions and other discovery proceedings.
- (2) Clients are responsible for payment to reimburse for costs incurred in performing services such as large volume photocopying, messenger and delivery, air freight, videotape recording, travel (including mileage, parking, airfare, lodging, meals, and ground transportation), court costs, and filing fees. To the extent I directly provide any of these services, I will charge for direct costs and overhead allocable to the services. Unless special arrangements are made, fees and expenses of others (such as experts, investigators, witnesses, consultants, and court reporters) and other large disbursements will not be paid by the firm and will be the responsibility of, and billed directly to, the client.
- (3) I may, on occasion, furnish estimates of fees or charges I anticipate will be incurred on a client's behalf. These estimates are by their nature inexact. I am not bound by any estimates except as expressly set forth in the engagement letter or otherwise agreed to in writing.
- (4) Fees, disbursements, and other charges will be billed monthly and are payable upon presentation. The firm expects prompt payment.
- (5) A client shall have the right at any time to terminate the services and representation upon written notice to the firm. Such termination shall not, however, relieve the client of the obligation to pay for all services rendered and disbursements and other charges made or incurred on behalf of the client prior to the date of termination.
- (6) The firm reserves the right to withdraw from the representation with the client's consent or for good cause. Good cause may include the client's failure to honor the terms of the engagement letter, the client's failure to pay amounts billed in a timely manner, the client's failure to cooperate or follow advice on a material matter, or any fact or circumstance that would, in the firm's view, impair an effective attorney-client relationship or would render its continuing representation unlawful or unethical. If the firm elects to do so, the client will take all steps necessary to free it of any obligation to perform further, including the execution of any documents (including forms for substitution of counsel) necessary to complete its withdrawal, and the firm will be entitled to be paid for all services rendered and disbursements and other charges made or incurred on behalf of the client prior to the date of withdrawal.

TAGLaw International Lawyers

Ryan P. Heiden
Direct Telephone
(414) 287-1461
rheiden@vonbriesen.com

ENGAGEMENT LETTER

March 6, 2026

VIA EMAIL: djoling@kronenwetter.gov

Village of Kronenwetter
Dan Joling, Village President
1582 Kronenwetter Dr.
Kronenwetter, WI 54455

Re: Engagement with von Briesen & Roper, s.c. for Legal Services

Dear President Joling:

Thank you for asking von Briesen & Roper, s.c. to represent the Village of Kronenwetter (“Village”). We look forward to working with you. We thought it best to set out in writing the terms and conditions upon which we will provide legal services. The purpose of this letter is to articulate and confirm these terms and conditions.

SCOPE OF SERVICES

You asked us to represent the Village in connection with labor and personnel matters.

RESPONSIBILITIES

In reliance upon information and guidance provided by you, we will provide legal counsel and assistance in accordance with this letter, keep you reasonably informed of progress and developments, and respond to your inquiries.

POTENTIAL CONFLICTS OF INTEREST

We are a relatively large law firm and we represent many companies and individuals. It is possible that some of our present and future clients will have business relationships and potential or actual disputes with the Village and its affiliates. We will not knowingly represent clients in matters that are actually adverse to the interests of the Village without your permission and your informed consent.

Your signature on this letter confirms our understanding that nothing in this engagement shall preclude the Firm from representing the interests of other clients or any related entities in the

future, and in the event the interests of these clients or related entities become adverse at some point to the Village, the Village has agreed that nothing in this engagement shall prohibit the Firm, at the election of those clients or related entities, from representing those clients or related entities in connection with those matters, provided that the attorneys involved in those representations are different from the attorneys serving the Village.

FEES FOR LEGAL SERVICES

Our fees for legal services rendered to the Village will be primarily based on the amount of time required and the hourly rates of the attorneys and paralegals who render the services. These rates are periodically adjusted to reflect increased efficiency, skills and cost increases. The adjusted rates will apply to all services performed thereafter.

Our current billing rate for the attorneys we anticipate will be working on behalf of the Village is \$400.00 per hour.

LIMITED LIABILITY

von Briesen & Roper, s.c., is a limited liability entity under Wisconsin law. This means that if we fail to perform our duties in our representation of the Village, and that failure causes the Village damages, our firm and the shareholder(s) directly involved in the representation may be responsible to the Village for those damages, but the firm's other shareholders will not be personally responsible. Our professional liability insurance exceeds the minimum amounts required by the Wisconsin Supreme Court for limited liability entities of our size.

COMMUNICATION BY E-MAIL

Our firm primarily communicates with its clients via unencrypted internet e-mail, and this will be the way in which we communicate with you. While unencrypted e-mail is convenient and fast, there is risk of interception, not only within our internal networks and the systems used by internet service providers, but elsewhere on the internet and in the systems of our clients and their internet service providers.

FILE RETENTION AND DESTRUCTION

In accordance with our records retention policy, most paper and electronic records that we maintain are subject to a 10-year retention period from the last matter activity date or whatever date we deem appropriate. Extended retention periods may apply to certain types of matters or pursuant to your specific directives.

After the expiration of the applicable retention period, we will destroy your records without further notice to you, unless you notify us otherwise. At the conclusion of your matter, you may opt to retrieve your records from our firm. We are happy to accommodate you in this regard.

GENERAL PROVISIONS

Village of Kronenwetter
Attn: Dan Joling
March 6, 2026
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Enclosed is a statement entitled "General Provisions" setting forth additional terms and conditions which are incorporated into this letter and apply to our representation to the extent they are not inconsistent with the terms of this letter.

We are pleased to have this opportunity to be of service to the Village. If at any time during the course of our representation you have any questions or comments about our costs, services, or any aspect of how we provide services, please don't hesitate to call me.

Very truly yours,

von BRIESEN & ROPER, s.c.



Ryan P. Heiden

/RPH

Enclosure

Village of Kronenwetter agrees to retain the services of von Briesen & Roper, s.c. under the terms and conditions specified above.

By: _____
Dan Joling

Title: _____

Date: _____



GENERAL PROVISIONS

Except as modified by the accompanying engagement letter, the following provisions will apply to the relationship between von Briesen & Roper, s.c., and our clients:

- (1) The time for which a client will be charged will include, but will not be limited to, telephone and office conferences with a client and counsel, witnesses, consultants, court personnel, and others; conferences among our personnel; factual investigation; legal research; responding to clients' requests to provide information to auditors in connection with reviews or audits of financial statements; drafting of letters, pleadings, briefs, and other documents; travel time; waiting time in court or elsewhere; and time in depositions and other discovery proceedings.
- (2) Clients are responsible for payment to reimburse us for costs incurred in performing services such as large volume photocopying, messenger and delivery, air freight, videotape recording, travel (including mileage, parking, airfare, lodging, meals, and ground transportation), court costs, and filing fees. To the extent we directly provide any of these services, we will charge for our direct costs and overhead allocable to the services. Unless special arrangements are made, fees and expenses of others (such as experts, investigators, witnesses, consultants, and court reporters) and other large disbursements will not be paid by our firm and will be the responsibility of, and billed directly to, the client.
- (3) We may, on occasion, furnish estimates of fees or charges we anticipate will be incurred on a client's behalf. These estimates are by their nature inexact. We are not bound by any estimates except as expressly set forth in the engagement letter or otherwise agreed to by us in writing.
- (4) Fees, disbursements, and other charges will be billed monthly and are payable upon presentation. We expect prompt payment.
- (5) A client shall have the right at any time to terminate our services and representation upon written notice to the firm. Such termination shall not, however, relieve the client of the obligation to pay for all services rendered and disbursements and other charges made or incurred on behalf of the client prior to the date of termination.

- (6) We reserve the right to withdraw from our representation with the client’s consent or for good cause. Good cause may include the client’s failure to honor the terms of the engagement letter, the client’s failure to pay amounts billed in a timely manner, the client’s failure to cooperate or follow our advice on a material matter, or any fact or circumstance that would, in our view, impair an effective attorney-client relationship or would render our continuing representation unlawful or unethical. If we elect to do so, the client will take all steps necessary to free us of any obligation to perform further, including the execution of any documents (including forms for substitution of counsel) necessary to complete our withdrawal, and we will be entitled to be paid for all services rendered and disbursements and other charges made or incurred on behalf of the client prior to the date of withdrawal.

- (7) Unless stated to the contrary in the engagement letter, due to the specialized nature of the federal Corporate Transparency Act and similar state laws (the “CTA”) and potential penalties for noncompliance, this engagement will not cover any services in connection with the CTA, including, but not limited to, the filing of reports required by the CTA even if we create entities as part of this engagement. In addition, this engagement does not include any review or analysis of your organizational structure or your interests in legal entities or trusts to determine whether they may require reporting under the CTA. Any work in connection with the CTA will be the subject of a separate written engagement letter.