



# ADMINISTRATIVE POLICY COMMITTEE MEETING AGENDA

August 15, 2024 at 5:30 PM

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

All Agenda Items Listed Are For Discussion And Possible Action

---

**1. CALL MEETING TO ORDER**

- A. Pledge of Allegiance
- B. Roll Call

**2. 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.

**3. APPROVAL OF MINUTES**

- [C.](#) June 06, 2024, Special Administrative Policy Committee Minutes
- [D.](#) July 18, 2024, Administrative Policy Committee Minutes

**4. REPORTS AND DISCUSSIONS**

- [E.](#) Treasurer's Report

**5. OLD BUSINESS**

- [F.](#) Code of Conduct
- [G.](#) Revision of Ordinance 153-12; Legal custodians
- [H.](#) Revision of Ordinance 180-3; Village Board Meetings
- [I.](#) Removal of Policy Gen-009
- [J.](#) Municipal Park Dugouts

**6. NEW BUSINESS**

- [K.](#) Removal of Policy GEN-010
- [L.](#) Executive Search
- [M.](#) FIN-006 Disposal of surplus property
- [N.](#) HR-008 Fitness Room
- [O.](#) Northway communications 2024-2025 contract
- [P.](#) Budget Amendment #8 – General Legal

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

**8. NEXT MEETING: September 19, 2024**

**9. ADJOURNMENT**

**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: 08/13/2024 Kronenwetter Municipal Center and [www.kronenwetter.org](http://www.kronenwetter.org)

Faxed: WAOW, WSAU, City Pages, Mosinee Times | Emailed: Wausau Daily Herald, WSAW, WAOW, Mosinee





# SPECIAL ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

June 06, 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

## 2. 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 E State HWY 153 Peplin; Kramer discusses events that have occurred in the village over the last year, he expressed concerns with attorney bills and concerns regarding accusations regarding a trustee.

## 3. APPROVAL OF MINUTES

- C. Approval: March 21, 2024, APC Minutes  
Motion by Coyle/Voll to approve all minutes as presented. Motion carried 4:0 by Voice Vote
- D. Approval: Joint APC/UC Minutes April 16, 2024  
Motion by Coyle/Voll to approve all minutes as presented. Motion carried 4:0 by Voice Vote
- E. Approval: Special APC Meeting Minutes April 30, 2024  
Motion by Coyle/Voll to approve all minutes as presented. Motion carried 4:0 by Voice Vote
- F. Approval: May 22, 2024, APC Minutes  
Motion by Coyle/Voll to approve all minutes as presented. Motion carried 4:0 by Voice Vote

## 4. REPORTS AND DISCUSSIONS

- G. Treasurer's Report  
Voll had a question regarding more detailed reporting on wages.
- H. Journals  
No questions.

## 5. OLD BUSINESS

- I. Discussion & Possible Action: Village of Kronenwetter Code of Conduct  
Voll discusses background of the Code of Conduct topic in the village. Coyle discussed the need to determine the screening of complaints. Kampfer- Administrator- stated the attorney has ideas/processes on screening complaints. Staff will come up with some ideas on the screening/review process and bring back to future meeting.
- J. Discussion & Possible Action: HR-020 Waived Payment for Village Board and Committee members Policy

Discussion happened in regard to waived Board/Committee payments. The question was asked what happens to those funds. The determination was the funds would just stay in the allotted fund in the general fund. Come back with form listing the dollar amount they are giving up.

- K. Discussion & Possible Action: Language for Payment Waiver Form  
Discussed with previous Item.
- L. Discussion and Possible Action: Onboarding Process/Materials for Village Board and Committee Members  
staff was asked to put together an example of the onboarding checklist/packet and bring it back. Coyle asked for the checklist to be sent to him to review before the whole packet is brought back.
- M. Discussion & Possible Action: Westside Emergency Access Project  
Staff to research more into the issue.
- N. Committee member compensation & Elected Officials  
Staff will gather input from other committees on pay increase recommendations. The information will be brought back to future meeting to make a recommendation to Village Board.
- O. Discussion & Possible Action: Proposed Village Hiring Policy & Procedure Change  
APC to do the panel interviews, with the administrator to do screening interviews before they come to APC.
- P. Discussion & Possible Action: Adoption of Wage-Scale Budget Range (HR-005).  
APC directed Pete Kampfer-Administrator- to review and bring back.
- Q. Discussion & Possible Action: Employee Handbook Review Section 3.13 Health Insurance Opt-Out Policy (HR-014).  
Pete Kampfer-Administrator- to Review policy and seek legal review.

## 6. NEW BUSINESS

- R. Discussion & Action: Anthony Heis Farmers Market Musician Contract  
Motion by Voll/Coyle to recommend Village Board approve the contract with Anthony Heis for Farmers Market Musician. Motion Carries 4:0 by voice vote.  
Discussion that all future contracts are to be brought to APC as well.
- S. Discussion & Possible Action: Wisconsin Towns Association Membership  
Motion by Voll/Coyle to take no action. Motion Carried 4:0 by voice vote.
- T. Discussion & Possible Action: Legal Custodians (ORDINANCE NO.: 11-10)  
Lisa Kerstner-Treasurer- Discusses the need for an update on the ordinance for legal records custodian (the Village Clerk) be the primary and first contact for open records requests. Pete Kampfer-Administrator- to review the ordinance and obtain legal review on the matter.
- U. Discussion & Possible Action: Executive Search Agreement  
Motion by Coyle/Voll to take no action. Motion Carried 4:0 by voice vote.
- V. Discussion & Possible Action: 2024 - 1st Quarter Budget to Actual Review  
APC stated they would like to continue to see this report.
- W. Discussion & Possible Action: Budget Amendment #4  
Motion by Coyle/Lewis-Birkett to recommend village board approve the unemployment budget amendment \$14875.00 from undesignated fund for unemployment. Motion Carried 4:0 by voice vote.
- X. Discussion & Possible Action: 2025 Budget Timeline  
no action.
- Y. Discussion & Possible Action: FIN-001 Business Credit Cardholder Policy and Agreement  
Motion by Voll/Solheim to recommend Village Board approve FIN-001 as presented. Motion carried 4:0 by voice vote.
- Z. Discussion & Possible Action: FIN-002 Employee Cellular Telephone Policy  
Motion by Voll/Solheim to recommend Village Board approve FIN-002 with discussed changes. Motion carried 4:00 by voice vote.
- AA. Discussion & Possible Action: FIN-003 Accounts Payable Policy  
Motion by Voll/Coyle to recommend Village Board approve FIN-003 as presented. Motion carried 4:0 by voice vote.

BB. Discussion & Possible Action: FIN-008 Disposition of Credit Card Reward Points and Other Vendor Incentives

Motion by Voll/Coyle to recommend Village board remove policy. Motion carried 4:0 by voice vote.

CC. Discussion & Action: Fire Department DNR Grant

Motion by Coyle/Solheim to recommend Village Board approve the application of the Fire DNR Grant.

Motion Carried 4:0 by Voice Vote.

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

**8. NEXT MEETING: June 20, 2024**

**9. ADJOURNMENT**

Motion by Coyle/Voll to adjourn. Motion carried 4:0 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: 06/03/2024 Kronenwetter Municipal Center and [www.kronenwetter.org](http://www.kronenwetter.org)**

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



# ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES

July 18, 2024 at 5:30 PM

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

All Agenda Items Listed Are For Discussion And Possible Action

## 1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

## 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.

Pat Kilsdonk- 1972 Woodcrest Circle- emailed in

## 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 Director of Public Works Interview Motion by Coyle/Volle to convene into closed session. Motion Carried 3:0 by Roll call at 5:40PM.

## RECONVENE OPEN SESSION

Consideration of motion to reconvene into open session.

Motion by Coyle/Lewis-Birket to reconvene into open session. Motion Carried 3:0 by Roll Call.

## ACTION AFTER CLOSED SESSION

Motion by Coyle/Lewis-Birkett to recommend Village Board extend an offer of employment to Director of Public Works candidate Greg Ulman. Motion carried 3:0 by voice vote.

## 4. APPROVAL OF MINUTES

- C. June 20, 2024 Administrative Policy Committee Meeting Minutes  
Motion by Lewis-Birkett/ Coyle to approve June 20,2024 minutes as presented. Motion carried 3:0 by voice vote.

## 5. REPORTS AND DISCUSSIONS

- D. Treasurer's Report  
Kelly Coyle asks about hitting deadline marks for TID expenditures. Lisa Krstner-Treasurer states that the deadlines will be hit.

## 6. NEW BUSINESS

- E. Discussion & Possible Action: Purchase of Asphalt Planer attachment for Bobcat Skid Steer  
Motion by Coyle/Lewis-Birkett to recommend Village Board approve the purchase of the asphalt planer as well as the accompanying budget amendment. Motion carried 3:0 by voice vote.
- F. Discussion & Possible Action: Consideration of 2024 Kronenwetter Citizen Survey  
Motion by Coyle/Voll to send Item to CLIPP for review and recommendations as approved by APC.  
Motion carried 3:0 by voice vote.

- G. Discussion & Possible Action: Fire Department/ EMS Job Descriptions (EMT, EMR, AEMT, Paramedic)  
Motion by Coyle/Voll to recommend Village Board approve the EMT, EMR, AMET, and Paramedic job descriptions as presented. Motion carried 3:0 by voice vote.

## 7. OLD BUSINESS

- H. Discussion & Possible Action: HR-020 Waived Payment for Village Board and Committee members Policy  
Motion by Voll/Coyle to recommend Village Board approve HR-020 as amended. Motion carried 3:0 by voice vote.  
Motion by Voll/Coyle to reconsider the motion to recommend Village Board approve as amended. Motion carried 3:0 by voice vote.  
Motion by Voll/ Coyle to delay action until next APC meeting to allow for legal review. Motion carried 3:0 by voice vote.
- I. Discussion & Possible Action: Waiver of Elected/Appointed Meeting Payment(s) Form  
Motion by Voll/ Coyle to delay action until next APC meeting. Motion carried 3:0 by voice vote.
- J. Committee & Elected Official Compensation  
Motion by Voll/Coyle to recommend Village Board approve adjusted compensation as discussed (\$40-committee member, \$400-trustee, \$700- Village President). Motion carried 3:0 by voice vote.

## 8. CONSIDERATION OF ITEMS FOR FUTURE AGENDA

HR policies, and code of conduct

## 9. NEXT MEETING: August 15, 2024

## 10. ADJOURNMENT

Motion by Voll/Coyle to adjourn. Motion carried 3:0 by voice vote at 7:13PM.

***NOTE: Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made known to the Village Clerk's office at (715) 693-4200 during business hours.***

**Posted: 07/11/2024 Kronenwetter Municipal Center and [www.kronenwetter.org](http://www.kronenwetter.org)**

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

**Sarah Fisher**

---

**From:** Patrick Kilsdonk <patkilsdonk@msn.com>  
**Sent:** Thursday, July 18, 2024 4:17 PM  
**To:** Sarah Fisher  
**Cc:** Christopher Eiden  
**Subject:** [External] APC Meeting

Please include my comments for the July 18 meeting.....thank you

Pat Kilsdonk  
1972 Woodcrest Circle  
Member of CLIPP Committee

I am unable to attend tonight's meeting but would like to comment on the proposed survey for Village residents

The survey questionnaire, wording and structure should come before the CLIPP committee at some point in the approval process. CLIPP's input is warranted and the survey should be referred to the next scheduled CLIPP meeting.

The possibility of the Village Fire Dept. providing ambulance service is a topic of importance at this time. A very carefully worded question regarding ambulance survey should be included in the survey with input from CLIPP.

Thank you for your consideration of my concerns.

Pat Kilsdonk





# REPORT TO APC

ITEM NAME:	Treasurer’s Report
MEETING DATE:	8/15/24
PRESENTING COMMITTEE:	APC
COMMITTEE CONTACT:	
STAFF CONTACT:	Lisa Kerstner
PREPARED BY:	Lisa Kerstner

- Bank reconciliations for June (complete) & July.
- Entering the auditors 2023 entries, sent out the attorney letters. Waiting on 2023 draft.
- Making sure payments are going through Becher Hoppee to get our funds from the state regarding the safe water drinking loan.
- Catching up on emails from vacation.
- Reconcile payroll bills being paid and verifying withholdings are correct.
- Prepare for meetings.
- Working on the Budget and meeting with department heads.
- Created 2025 draft budget spreadsheet.
- Working with RPS on TID projects including Kronenwetter Drive North.
- Working with Ehlers on TID feasibility/Amendment and financing.
- Working on Assessment corrections.
- HR-020 will not be created as it is already in state statue 66.0505.

VILLAGE OF KRONENWETTER  
 Marathon County, Wisconsin  
 An Ordinance Amending the Code of the Village of Kronenwetter  
 Part I: Administrative Legislation  
 Chapter 115 Village Board  
 Creating Section 115-13 entitled “Code of Conduct”

The Village Board of the Village of Kronenwetter do ordain as follows:

Section 1: Part I: Administrative Legislation, Chapter 115 Officers and Employees, Section 115-13 entitled “Code of Conduct” of the Code of the Village of Kronenwetter is hereby created to provide as follows:

§ 115-13 Code of Conduct.

- A. Application. This Code of Conduct Ordinance is applicable to those persons holding an elected office of the Village. Statutory references include those statutes as they are from time to time amended.
- B. Complaint Procedure.
  - (1) Any resident may file a sworn written complaint at the office of the Village Clerk alleging one or more violations of this Code of Conduct Ordinance.
    - (a) “Resident” means a person who is an eligible elector of the Village under the Wisconsin statutes.
  - (2) The office of the Village Clerk shall determine whether a complaint is in order.
  - (3) The office of the Village Clerk shall notify the Village Board of a submitted complaint that is found to be in order.
  - (4) A complaint may be taken up by the Village Board in the sole discretion of the Village Board, subject to the following:
    - (a) The written assent of at least four (4) Village Board members is required for a complaint to be taken up.

- (b) If the Village Board fails to take up a complaint within 120 days of its notice having been made by the office of the Village Clerk, then the complaint is expired.

C. Violations may be any of the following:

- (1) For “cause,” which means inefficiency, neglect of duty, official misconduct, or malfeasance in office under Wis. Stat. § 17.001.
- (2) Continued physical inability to perform the duties of office or gross neglect of duty under Wis. Stat. § 17.13.
- (3) Failure to maintain a fiduciary responsibility to the Village.
- (4) Violations of the open meetings law under Wis. Stat. ch. 19 Subch. II.
- (5) Violation of the statutory ethics code for local officials under Wis. Stat. ch. 19 Subch. III.
- (6) Violations of the public records law under Wis. Stat. ch. 19 Subch. V.
- (7) Refusal to keep order at a meeting as directed by the person authorized to conduct the meeting.
- (8) The unauthorized disclosure of information discussed at a closed session or from records that are not subject to disclosure under the public records law under Wis. Stat. ch. 19 Subch. V.
- (9) Electioneering prohibited by Wis. Stat. § 12.03.
- (10) The making of complaints to law enforcement regarding members of the Village Board and related to Village business without the use of this Ordinance first.
- (11) Intentionally fails or refuses to perform a known mandatory, nondiscretionary, ministerial duty of the officer's or employee's office or employment within the time or in the manner required by law.
- (12) In the officer's or employee's capacity as such officer or employee, does an act which the officer or employee knows is in excess of the officer's or employee's lawful authority or which the officer or employee knows the officer or employee is forbidden by law to do in the officer's or employee's official capacity.

- (13) Whether by act of commission or omission, in the officer's or employee's capacity as such officer or employee exercises a discretionary power in a manner inconsistent with the duties of the officer's or employee's office or employment or the rights of others and with intent to obtain a dishonest advantage for the officer or employee or another.
- (14) In the officer's or employee's capacity as such officer or employee, makes an entry in an account or record book or return, certificate, report or statement which in a material respect the officer or employee intentionally falsifies.
- (15) Under color of the officer's or employee's office or employment, intentionally solicits or accepts for the performance of any service or duty anything of value which the officer or employee knows is greater or less than is fixed by law.
- (16) Misuse of this Ordinance.

D. Violation Procedures:

- (1) For removal from office because of continued physical inability to perform the duties of office or gross neglect of duty, by a majority vote of all the members of the Village Board under Wis. Stat. § 17.13.
- (2) For removal from office due to cause under Wis. Stat. § 17.16.
- (3) For all other matters, in the manner that the Village Board determines to proceed.

E. Penalties to be selected in the sole discretion of the Village Board:

- (1) No action.
- (2) A public censure.
- (3) A citation for a forfeiture in an amount to be determined by the Village Board of not less than \$25 nor more than \$200.
- (4) Removal from Village committees, commissions, or other bodies under Village Code § 14-6.
- (5) Removal from elected office of the Village under Wis. Stat. §§ 17.13 and/or 17.16.

- (6) Referral of a matter to the office of the District Attorney and/or other law enforcement as appropriate.

Section 2: If any provision of this Ordinance is invalid or unconstitutional or if the application of this Ordinance to any person or circumstance is found invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the provision or application of this Ordinance that can be given effect without the invalid or unconstitutional provision or application.

Section 3: All ordinances and/or parts of ordinances in conflict herewith are hereby repealed.

Section 4: This Ordinance shall be in full force and effect from and after its date of adoption and notice to the public as required by law.

Section 5: Village personnel are hereby authorized and directed to make all changes to the Village Code necessary to reflect this amendment.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

VILLAGE OF KRONENWETTER

By: \_\_\_\_\_  
Chris Voll, President

ATTEST:

By: \_\_\_\_\_  
Bobbi Jo Birk-LaBarge, Clerk

Noticed to the public on: \_\_\_\_\_.

VILLAGE OF KRONENWETTER  
Marathon County, Wisconsin  
An Ordinance Amending the Code of the Village of Kronenwetter  
Chapter 153 Records  
Amending Section 153-12 entitled "Records"

The Village Board of the Village of Kronenwetter do ordain as follows:

Section 1: Chapter 153 Records, Section 153-12 entitled "Legal Custodians" of the Code of the Village of Kronenwetter is hereby amended with new text underlined and deleted text ~~stricken~~ to provide as follows:

§ 153-12. - Legal custodians.

- A. ~~The village assessor shall have the custody and control of all property appraisal files and the contents thereof as well as all other documents, records and notes relating to the performance of the assessor's files.~~
- B. ~~The finance director/treasurer shall have the custody and control of all financial records of the village as well as all bank and financial accounts of the village.~~
- C. ~~The building inspector and community development/zoning administrator shall have the custody and control of all files concerning building permits issued by the village and all contents of such files.~~
- D. ~~The public works director shall have the custody and control of all public works, parks and utility records of the village.~~
- E. ~~The fire chief shall have the custody and control of all fire department records.~~
- F. ~~The police chief shall have the custody and control of all police department records.~~
- G. ~~The court clerk shall have the custody and control of all court records of the Kronenwetter Municipal Court.~~
- H.A. The office of the village clerk shall have the custody and control of all village records ~~except those records that are under the custody and control of the village assessor, village finance director/treasurer, village police chief, village fire chief, municipal court clerk, village director of public works, community development/zoning administrator and village building inspector.~~

~~I.B. The office of the village clerk, as legal custodian, shall have authority to render decisions and to carry out the duties of an authority under Wis. Stats. ch. 19, subch. II, and under this article. The designation of a legal custodian does not affect the powers and duties of an authority under this article.~~

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

VILLAGE OF KRONENWETTER

By: \_\_\_\_\_  
Chris Voll, President

ATTEST:

By: \_\_\_\_\_  
Bobbi Jo Birk-LaBarge, Clerk

Noticed to the public on: \_\_\_\_\_.

VILLAGE OF KRONENWETTER  
Marathon County, Wisconsin  
An Ordinance Amending the Code of the Village of Kronenwetter  
Part I: Administrative Legislation  
Chapter 180 Village Board  
Amending Section 180-3 entitled "Meetings"

The Village Board of the Village of Kronenwetter do ordain as follows:

Section 1: Part I: Administrative Legislation, Chapter 180 Village Board, Section 180-3 entitled "Meetings" of the Code of the Village of Kronenwetter is hereby amended with additional language underlined and deleted language ~~stricken~~ to provide as follows:

§ 180-3 Meetings.

...

- I. *Adding items to the village board agenda.* At each regular meeting of the village board, there shall be placed on the agenda an item titled "Suggested Items for Future Agenda." During this period of the agenda, any board member may request to have an item placed on a future agenda for consideration by the village board. If there are no objections by any member of the body to add the suggested item to a future agenda, the suggested item shall be added by the village president on a future agenda at the next regularly scheduled meeting. If any member of the body objects to the suggested item being placed on a future agenda, that matter will be placed on the next scheduled meeting agenda for consideration whether that item will be placed on the agenda. If the village board votes in the affirmative when the item is considered by the village board to be added to the agenda, the item shall then be placed on the next regular village board meeting for action by the village board.
- J. *President adding items to the village board agenda.* In addition to Subsection 180-3.I., the Village President shall be allowed to add items to the Village Board's agenda by merely communicating the desire to have the item added to the agenda to the Village Clerk via email.
- K. *Trustees adding items to the village board agenda.* Any two trustees shall be allowed to add items to the Village Board's agenda by communicating the same to the Village Clerk via email. When such



request is received, the item is placed on the next agenda for potential objection following the process under Subsection 180-3.I.

L. *Limitation for adding items to the village board agenda.* An item that has been requested by a Trustee, that does not receive Village Board votes in the affirmative to be added to the agenda following the process under Subsection 180-3.I., has the result that such item may not be requested by any Trustee for consideration to be placed on the agenda for the following six months.

Section 2: If any provision of this Ordinance is invalid or unconstitutional or if the application of this Ordinance to any person or circumstance is found invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the provision or application of this Ordinance that can be given effect without the invalid or unconstitutional provision or application.

Section 3: All ordinances and/or parts of ordinances in conflict herewith are hereby repealed.

Section 4: This Ordinance shall be in full force and effect from and after its date of adoption and notice to the public as required by law.

Section 5: Village personnel are hereby authorized and directed to make all changes to the Village Code necessary to reflect this amendment.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

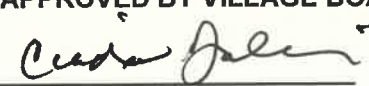
VILLAGE OF KRONENWETTER

By: \_\_\_\_\_  
Chris Voll, President

ATTEST:

By: \_\_\_\_\_  
Bobbi Jo Birk-LaBarge, Clerk

Noticed to the public on: \_\_\_\_\_.

<b>POLICY ID: GEN-009</b>		<b>TITLE: Agenda Setting for the Village Board</b>	
<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> REVISION <b>EFFECTIVE DATE:</b> <i>Immediate</i>		<b>APPROVED BY VILLAGE BOARD:</b>  <b>DATE:</b> <u>Aug 12 2020</u>	
<b>APPLIES TO:</b> <input checked="" type="checkbox"/> FLSA EXEMPT		<input checked="" type="checkbox"/> FLSA NON-EXEMPT	
<input checked="" type="checkbox"/> REPRESENTED EMPLOYEES		<input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES	
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>			

**Purpose** – The Village Board wishes to have an informed electorate that is championed by the people. For the Village Board to accomplish this vision for the Village, the Village Board hereby adopts clear rules for the generation of the Agenda for Village Board meetings.

**Policy –**

*Adding items to the agenda*

The Village President or any two Trustees shall be allowed to add items to the Village Board's agenda by merely communicating the desire to have the item added to the agenda to the Village Clerk via email. Any item recommended by a committee, commission or board, shall also be added automatically to the Village Board agenda. Any item that is of the usual business of the Village shall also be added automatically to the Village Board agenda; for example, renewals of licenses, minutes of prior meetings, regular reports from staff and vendors, and yearly appointments.

*Agenda Approval.*

The Village President will approve the Village Board meeting agenda five calendar days before the Village Board meeting. The Village Board President may move things around on the agenda. The Village President may remove anything from the agenda, save for those items presented by Village Board members (such as two Trustees adding items or presented by a Village Board member during the "Items for Future agendas" period of the Village Board agenda). After the Village President has approved the agenda, if anyone wants to add an item, the item will need to be confirmed via an email with the Village President. The Village Clerk will not add any articles to the agenda that are not authorized by the Village President.



# REPORT TO APC

---

<b>ITEM NAME:</b>	Dugouts
<b>MEETING DATE:</b>	8/22/24
<b>PRESENTING COMMITTEE:</b>	APC
<b>COMMITTEE CONTACT:</b>	Chris Voll
<b>STAFF CONTACT:</b>	Brad Jacobson
<b>PREPARED BY:</b>	Lisa Kerstner

---

**ISSUE:** New contract for municipal park dugouts and fencing.

**OBJECTIVES:** To hire Preston Hallas Contracting LLC and Security Fence & Supply Co, Inc. for the municipal park dugouts.

**ISSUE BACKGROUND/PREVIOUS ACTIONS:** Ellis construction completed 1 field & 2 dugouts, the cost was high (\$17,202.00). When originally talking with Ellis it was supposed to be for 2 fields and both dugouts on each field. When the contract came in and signed it was for 1 field and 2 dugouts. Looking for a way to complete the project at a lower cost.

**PROPOSAL:** Asking for APC approve using Preston Hallas Contracting LLC for \$6,000.00 and Security Fence & Supply Co, Inc. for \$5,389.00 to complete the dugouts (total cost \$11,389.00). These amounts still fall in the amount budgeted.

**FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$**

Remaining CFY

Account Number: 410-57100-000-100

Description: Other Capital Projects

Budgeted Amount: \$125,000

Spent to Date: \$26,541.87

Percentage Used: 21.23%

Remaining: \$98,458.13

**ATTACHMENTS (describe briefly):** Proposals

# Proposal

Section 5, Item J.

## Security Fence & SUPPLY CO., INC.

☐ N1357 Municipal Dr., P.O. Box 320, Greenville, WI 54942-0320 (920) 757-7240 FAX 757-7245  
☒ 1508 DuBay Ave., Stevens Point, WI 54482 (715) 344-6340 FAX 344-4254  
Wausau (715) 359-7266 Green Bay (920) 435-9060 Oshkosh (920) 231-1472

OFFICE USE ONLY

DATE: 8/2/24 THIS PROPOSAL EXPIRES IF NOT SIGNED AND RETURNED WITHIN 10 DAYS  
PROPOSAL FOR (NAME): VILLAGE OF KRONENWETTER CONTACT: BRAD JACOBSON  
STREET: JOB LOCATION: VILLAGE OF KRONENWETTER  
P.O. BOX: MUNICIPAL PARK DUGOUTS  
CITY, STATE, ZIP:  
TELEPHONE: WORK- HOME-  
FAX: MOBILE: 715-574-5160 E-MAIL: [bjacobson@kronenwetter.org](mailto:bjacobson@kronenwetter.org)

### COMMERCIAL SPECIFICATIONS

Wire..... 9GA	End Post..... 3"	Corner Post..... 3"	Line Post..... 2-1/2"
Top Rail..... 1-5/8"	Gate Post.....	Barbed Wire....	Drive Set.....
Tension Wire....	Bottom Rail.....	Mid Rail.....	Concrete Set...

REMOVE AND DISPOSE OF (2) EXISTING DUGOUT CHAIN LINK FENCES AND CONCRETE SET POSTS.

FURNISH AND INSTALL (2) DUGOUT ENCLOSURES, EACH ENCLOSURE:  
20' WIDE x 8' HIGH ON FRONT, 10' DEEP x 8' HIGH ON SIDE, 20' WIDE x 7' HIGH ON BACK.

ALL POSTS DRIVE SET 4' DEEP.  
ALL INDUSTRIAL GRADE S40 GALVANIZED PIPE.  
ALL POSTS TO BE EXTENDED 12" ABOVE HEIGHT OF FENCE FOR INSTALLATION OF ROOF (BY OTHERS).  
ALL SMOOTH GALVANIZED 9GA CHAIN LINK FABRIC.

TOTAL (PER BALLFIELD) = \$ 5,389.00

\*\*REMOVAL OF ROOF BY OTHERS\*\*

\*\*INSTALLATION OF ROOF BY OTHERS\*\*

\*\*OWNER'S RESPONSIBILITY\*\*

1. LOCATE YOUR PROPERTY LINES
2. SECURE FENCE PERMIT IF NEEDED
3. CHECK LOCAL ORDINANCES
4. LOCATE PRIVATE UNDERGROUND UTILITIES (i.e. pool lines, sprinklers etc.)

Job scheduling process commences  
AFTER receipt of signed contract or  
Purchase Order.

This Proposal presented on behalf of SECURITY by:



### Acceptance of Proposal

The above prices, terms and specifications together with the TERMS AND CONDITIONS ON THE REVERSE SIDE HEREOF WHICH THE UNDERSIGNED HAS READ are hereby accepted and agreed.

Please sign and return ONE copy

Signature:

Date Signed: 20 \_\_\_ If signed in a representative capacity, complete reverse side information.

**TERMS AND CONDITIONS**

1. **AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, SECURITY FENCE & SUPPLY COMPANY, INC., HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO SECURITY, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. SECURITY AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.**
2. Prior to commencement of work by Security in accord with this Proposal, it shall be the owner's sole responsibility to accomplish the following:
  - a. Obtain all applicable government zoning and building permits.
  - b. Establish and mark property lines and location of fence.
  - c. Locate and mark all underground utilities.
  - d. Determine that the proposed fence complies with all applicable governmental ordinances and any private restrictions or covenants affecting Owner's land.
  - e. Remove obstructions of any nature, which in any manner interfere with the installation of the proposed fence.
3. In submitting this Proposal, Security assumes that there are no underlying rocks or debris on the property. Should any such conditions be encountered, the Owner will be notified and charged in addition to the total price the cost of any necessary labor and materials at current rates for such extra labor and/or materials.
4. The entire cost is payable in full on the date of completion. You agree to pay a DELINQUENCY CHARGE in addition to the total cost if we are not paid in full within ten (10) days of the completion date. The delinquency charge will be calculated at the rate of one and a half percent (1.5%) per month on the unpaid balance of the purchase price. This delinquency charge is equivalent to an annual charge of eighteen percent (18%). The delinquency charge will continue to be assessed each day that there remains an outstanding balance on your account calculated as aforesaid.
5. If this Proposal has been accepted by a married individual Wisconsin resident, this agreement is made in the interest of their marriage and family.
6. If the person signing the Acceptance of this Proposal is doing so in a representative capacity on behalf of a partnership or corporation, such signatory person warrants and certifies as follows:
  - a. The true and correct name of the corporation or partnership is:\_\_\_\_\_.
  - b. The title of the signer is:\_\_\_\_\_.
  - c. The signatory person has been authorized by appropriate action of the partnership or corporation to accept this Proposal.
7. Other: (If blank, none assumed).

**FOR OFFICE USE ONLY**

OBSTRUCTIONS\_\_\_\_\_

GRADE\_\_\_\_\_

PROPERTY LINE\_\_\_\_\_

**Preston Hallas Contracting, LLC**

179 Highway X

Mosinee, WI 54455 US

+1 7155819196

phallas1@yahoo.com

**Estimate****ADDRESS**

Kronenwetter Municipal Center Park

1582 Kronenwetter DR

Kronenwetter, WI 54455

ESTIMATE #	DATE
1025	07/22/2024

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
02 Site Work	Site Work to build two new roofs roughly 22'x11' for dugouts. Demo and new fencing by others. Materials to match existing new ones. Both Materials and labor included in price.	1	6,000.00	6,000.00
TOTAL				<b>\$6,000.00</b>

Accepted By

Accepted Date

<b>POLICY ID:</b> GEN-010		<b>TITLE:</b> <i>Public Comment-for citizens unable to attend Village Committees, Commissions &amp; Boards</i>	
<input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> REVISION		<b>APPROVED BY VILLAGE BOARD:</b>	<b>DATE:</b>
<b>EFFECTIVE DATE:</b> <i>Immediate</i>		 Village Clerk	<i>4-13-21</i>
<b>APPLIES TO:</b>		<input checked="" type="checkbox"/> FLSA EXEMPT	<input checked="" type="checkbox"/> FLSA NON-EXEMPT
		<input checked="" type="checkbox"/> REPRESENTED EMPLOYEES	<input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>			

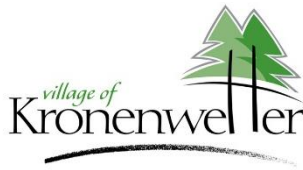
**Purpose** – In recognition that a free government is only possible by having informed and involved citizens, the Village Board encourages public comment on any matter. The Village Board also understands that citizens may not be able to attend a public meeting. It adopts this policy to create a process to allow citizens to have their comments received by the Village when they cannot participate in a discussion.

**Policy** – Any resident may submit a comment on any matter of concern to them by sending it to the Village Clerk's Office either in writing or via email. The Village Clerk shall forward all such statements to Village Board members. The Village Clerk will forward any messages addressing a particular matter under consideration by any committee, commission, or board, to the designated clerk of that body dealing with that issue, who in turn shall have it read into the record of the next meeting during the public comment section. The clerks shall provide a copy of the submitted comments to each committee member.

Matters of concern that the writer designates as "public input," "public comment," or anything along those lines shall be of a length that someone can reasonably read in 3 minutes or less.

On the day of the meeting, any comments submitted after 11 am may or may not, as circumstances allow, be included in the meeting of that day at the Village Clerk's discretion. The clerk of the session shall process comments not included in the discussion of that day in the above manner at the next meeting of that body.

In the event of input so numerous that reading them all would be impractical, the committee, commission, or board may accept the comments into the record without being read at the presiding officer's discretion. Nevertheless, all items submitted shall be copied to all members of the body and attached to the minutes of that meeting.



## REPORT TO APC

---

<b>ITEM NAME:</b>	Executive Search
<b>MEETING DATE:</b>	8/15/24
<b>PRESENTING COMMITTEE:</b>	APC
<b>COMMITTEE CONTACT:</b>	Chris Voll
<b>STAFF CONTACT:</b>	Lisa Kerstner
<b>PREPARED BY:</b>	Lisa Kerstner

---

We have had 21 applicants for the Administrator position, none have any experience, the applicant's current positions are as follows:

President and Chief Engineer  
 Logistic Specialist  
 President and CEO  
 project manager  
 Public Affairs Specialist / Communications Lead  
 Assistant director (APPLEGATE TERRACE)  
 Administrative Assistant  
 Office Clerk  
 NFRC Thermal Simulator  
 Building Insulation  
 Receptionist and Hairstylist  
 Business Development Specialist  
 Executive Director (Three Oaks Health Service)  
 General Packer  
 Patient Placement Coordinator  
 Grants Manager  
 Team Lead  
 Paralegal Internship  
 Youth Program Manager  
 Registered Nurse  
 Emergency Mental Health/Adult Protective Services Coordinator

**RECOMMENDED ACTION:** To approve hiring a firm to help find a qualified Administrator candidate.



## Search Agreement Proposal

April 29<sup>th</sup>, 2024

To: The Village of Kronenwetter  
From: Kari Schwingle

Thank you for selecting Express Employment Professionals to provide The Village of Kronenwetter with strategic staffing solutions. The following confirms our discussion and sets forth the terms of our agreement for positions.

### PLACEMENT FEE AND GUARANTEE

The Village of Kronenwetter agrees to pay a placement fee to Express Employment Professionals in the amount of (please select one):

- ☐ Option A: 25% of candidate's estimated total first year compensation in (1) payment. In the event the employment of a candidate referred to The Village of Kronenwetter under this agreement lasts less than 60 calendar days, and provided that all fees relating to such referral have been paid, **Express Employment will replace 1 candidate at no additional cost.**
- ☐ Option B: 22% of candidates estimated total first year compensation paid in (2) installments.  
-First installment: 50% of fee on 1<sup>st</sup> day of hire  
-Second installment: 50% of fee day 30 from start date  
Should the candidate be terminated or for any reason no longer be employed by Company, payments will cease. **No replacement guarantee.**

### PAYMENT TERMS

The Village of Kronenwetter agrees to pay all placement fees within 10 days after receipt of invoice. Interest of 1% per month will be charged on unpaid fees more than 30 days past due. The Village of Kronenwetter to reimburse Express Employment Professionals for all reasonable costs of collection, including attorney fees.

### POLICIES

The Village of Kronenwetter will be obligated to pay such fee whenever a candidate referred to The Village of Kronenwetter by Express Employment is hired, directly or indirectly, for any position, as an employee, consultant, or independent contractor, by Express Employment, its affiliates, parents, or subsidiaries, within 12 months of most recent activity on behalf of that candidate by Express Employment.

**DISCLAIMER:** Express Employment does not guarantee the performance of any candidate and disclaims any responsibility for claim, loss, or liability as a result of a candidate's acts or omissions. Express Employment urges The Village of Kronenwetter to conduct such investigations, as it deems necessary to verify candidate information or to obtain such other information, as it may deem relevant. **NON-DISCRIMINATION:** Express Employment does not discriminate in referrals, or consent to discrimination by its clients, against any candidate on the basis of age, race, color, religion, disability, sex, national origin, or veteran status.


### I HAVE READ, AGREE WITH, AND APPROVE THE ABOVE TERMS AND CONDITIONS

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Client Signature

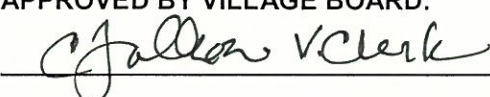
\_\_\_\_\_  
Date

<b>POLICY ID: FIN-006</b>		<b>TITLE: Disposal of Surplus Public Property</b>	
<input type="checkbox"/> ORIGINAL <input checked="" type="checkbox"/> REVISION  <b>EFFECTIVE DATE:</b> Version 1: 03/26/2012 Version 2: 02/26/2019		<b>APPROVED BY VILLAGE BOARD:</b> _____ <b>DATE:</b> <u>2/26/19</u>  <b>Village Clerk</b>	
<b>APPLIES TO:</b>		<input checked="" type="checkbox"/> FLSA EXEMPT <input checked="" type="checkbox"/> FLSA NON-EXEMPT <input checked="" type="checkbox"/> REPRESENTED EMPLOYEES <input checked="" type="checkbox"/> Non-REPRESENTED EMPLOYEES	
<i>This policy applies to all Village of Kronenwetter employees in the categories checked in this section. Provisions within individual personal contracts or a collective bargaining agreement may supersede certain parts of this policy.</i>			

**Purpose** - It is in the best interest of the Village to control the method for disposal of the materials and property of the Village that are deemed to be no longer suitable or useful to the Village. This policy is being put in place to allow for their removal from the Fixed Asset registry and to ensure that any funds that are acquired through the disposal of the property can be properly accounted for within the accounting system.

**Procedure** - The procedure for disposal of surplus property shall be as follows:

1. When equipment is found to be no longer suitable or useful to the Village, the prevailing department head shall be notified. The department head will then send a list of these items to the Village clerk, the estimated value of the item, and the reason for their disposal.
2. The Village Clerk or his or her designee shall then place in resolution form the items to be disposed of and shall place the resolution on the agenda of the Village Board for action.
3. Once the Village Board has taken action to dispose of the items in question the prevailing department head shall then take one of the following actions:
  - a. In the case where the item still retains some value, the item shall be placed on a publicly available auction and the item shall be sold to the highest responsible bidder.
  - b. In the case where the items are in poor working order or damaged beyond repair they will be disposed of by recycling companies or waste management.
  - c. Items may also be donated or sold directly to other local government entities if approved by the Village Board.
  - d. Items that have a value of less than \$50, shall be disposed of by the Village Administrator after disposal is approved by the Village Board.
4. Monies from the sale of surplus property, including sales to individuals, recycling or waste management companies, will be turned into the Village Treasurer and be recorded as a miscellaneous income for the prevailing department.

<b>POLICY ID: HR-008</b>		<b>TITLE: Employee Use Of Municipal Facilities – Fitness Center</b>	
<input type="checkbox"/> <b>ORIGINAL</b> <i>Effective Date: 06/11/2007</i>		<b>APPROVED BY VILLAGE BOARD:</b> 	
<input checked="" type="checkbox"/> <b>REVISION</b> <i>Effective Date: 03/01/2012</i>		<b>DATE:</b> 02/27/2012	
<b>APPLIES TO:</b>		<input checked="" type="checkbox"/> <b>FLSA EXEMPT</b>	<input checked="" type="checkbox"/> <b>FLSA NON-EXEMPT</b>
<input checked="" type="checkbox"/> <b>REPRESENTED EMPLOYEES</b>		<input checked="" type="checkbox"/> <b>Non-REPRESENTED EMPLOYEES</b>	
<input checked="" type="checkbox"/> <b>ELECTED OFFICIALS</b>		<input type="checkbox"/> <b>APPOINTED OFFICIALS</b>	
<p><i>This policy applies to all Village of Kronenwetter personnel in the categories checked in this section. Provisions within an individual personal employment agreement or in an applicable formal labor agreement between the Village and a certified collective bargaining unit may supersede certain parts of this policy.</i></p>			

- Only Employees or elected Village officials (no spouses or children) are authorized to use the *Fitness Center* facility.
- Employees may not use the *Fitness Center* during normal work hours including during paid breaks. Use during unpaid lunch breaks is permitted.
- *Fitness Center* users must wear clean and appropriate attire. No open-toed shoes, sandals, boots, or jeans are allowed. Shirts are required.
- No food or drink is allowed except water (no glass containers).
- Users must wipe off equipment after each use.
- Equipment must not be removed from the *Fitness Center* except for repair, replacement, or removal under direction of Director of Public Works.
- Users are responsible for the appearance and cleanliness of the *Fitness Center*.
- When there is a wait list, the time limit on cardiovascular machines is twenty minutes.
- Users must notify the Director of Public Works immediately of any equipment problems.
- The Village of Kronenwetter is not responsible for loss or damage to a user's personal property while using the *Fitness Center*.
- The Village of Kronenwetter is not responsible for injuries to any person while using the *Fitness Center*.
- Prior to using the *Fitness Center*, personnel must complete and sign *HRFRM-xxx Waiver and Release of Liability* acknowledging his/her assumption of all risks of injury or liability and waive and release any rights of recovery. Form will be retained in the employee's personnel file.
- Unauthorized personal training is strictly forbidden and may result in user being barred from the facility.

This policy is not intended, and should not be construed, to limit or prevent an employee from exercising rights under the National Labor Relations Act. The Village of Kronenwetter retains the right to amend or change this policy at any time without prior notice.



105 East Oak St. Wausau, WI 54401 715-842-0841 FAX 715-848-1413

August 1, 2024

To whom it may concern,

Enclosed are two copies of a proposed annual maintenance contract for 2024-2025. Please review the contract, and if everything looks satisfactory sign both copies. Return one copy to Northway Communications by August 15, 2024, and keep the other copy for your records.

If you have any questions regarding the contract, please call and ask for Scott. Thank you.

Sincerely,

Deanna Pellegrino  
Accounts Receivable/Administrative Assistant  
Northway Communications, Inc.



Northway Communications Inc  
105 East Oak Street  
Wausau, WI 54401 715-842-0841  
FAX 715-848-1413 sales@northwaycom.com

Service Contract

FCC Licensee:

Name VILLAGE OF KRONENWETTER  
Attention  
Address 1582 Kronenwetter Dr  
City KRONENWETTER State WI ZIP 54455  
Phone

Date 8/1/2024  
Start Date  
Payment Period ANNUAL

Qty	Description	Unit Price	TOTAL
1	T-128 WARNING SIREN HAPPY HOLLOW ROAD	\$125.00	\$125.00
1	T-128 WARNING SIREN FRIENDSHIP PARK	\$125.00	\$125.00
INCLUDES ANNUAL INSPECTION OF WEATHER SIRENS AND BATTERIES			
SERVICES PERFORMED DURING HOURS OF 8:00 AM TO 5:00 PM MONDAY THRU FRIDAY EXCLUDING HOLIDAYS			

Installations and removals to be done at prevailing rates.

LABOR FOR REPAIR AND PARTS NOT INCLUDED

SubTotal	\$250.00
Taxes	
TOTAL	\$250.00

Office Use Only

FCC Licensee:

(Print)  
(Sign)

Northway Communications Inc:  
*Scott D. Pagenkopf*  
by: Scott D. Pagenkopf, President





Northway Communications Inc  
105 East Oak Street  
Wausau, WI 54401 715-842-0841  
FAX 715-848-1413 sales@northwaycom.com

Service Contract

FCC Licensee:

Name VILLAGE OF KRONENWETTER  
Attention  
Address 1582 Kronenwetter Dr  
City KRONENWETTER State WI ZIP 54455  
Phone

Date 8/1/2024  
Start Date  
Payment Period ANNUAL

Qty	Description	Unit Price	TOTAL
1	T-128 WARNING SIREN HAPPY HOLLOW ROAD	\$125.00	\$125.00
1	T-128 WARNING SIREN FRIENDSHIP PARK	\$125.00	\$125.00
INCLUDES ANNUAL INSPECTION OF WEATHER SIRENS AND BATTERIES			
SERVICES PERFORMED DURING HOURS OF 8:00 AM TO 5:00 PM MONDAY THRU FRIDAY EXCLUDING HOLIDAYS			

SubTotal \$250.00

Taxes

TOTAL \$250.00

Installations and removals to be done at prevailing rates.

LABOR FOR REPAIR AND PARTS NOT INCLUDED

Office Use Only

FCC Licensee:

(Print)

(Sign)

Northway Communications Inc:

by: Scott D. Pagenkopf, President

**NORTHWAY COMMUNICATIONS, INC.**  
 105 E. Oak Street  
 Wausau WI 54401

(715) 842-0841

**INVOICE**

Doc#	Date	Due Date	Page
183743	08/05/2024		1

Bill to: Accounts Payable  
 Kronenwetter, Village Of  
 1582 Kronenwetter Dr  
 Kronenwetter WI 54455

Ship to: Kronenwetter, Village Of  
 1582 Kronenwetter Dr  
 Kronenwetter WI 54455

		Act 00605	P/O WEATHER SIRENS	Terms NET 10	Slsman 0068
Qty	Description	Unit Price		Total	
2	ANNUAL MAINTENANCE OF (2) WEATHER SIRENS INCLUDES ANNUAL INSPECTION LABOR FOR REPAIR AND PARTS NOT INCLUDED LOCATIONS: HAPPY HOLLOW ROAD & FRIENDSHIP PARK 2 X \$125 = \$250.00 Document covers 08/01/2024 TO 07/31/2025	125.00		250.00	
Please Remit Invoice Total				250.00	



# REPORT TO APC

ITEM NAME:	Budget Amendment #8 – General Legal
MEETING DATE:	8/15/24
PRESENTING COMMITTEE:	APC
COMMITTEE CONTACT:	
STAFF CONTACT:	Lisa Kerstner
PREPARED BY:	Lisa Kerstner

**ISSUE:** Amending 2024 Village Budget for General Legal Services, there is not enough funds for Dempsey and Von Briesen bills, with 5 months remaining in the year.

**PROPOSAL:** Amending the professional legal services to increase the current budget by \$90,000 to \$120,000 for the fiscal year of 2024.

**RECOMMENDED ACTION:** Approve budget amendment #8 – \$30,000 from the undesignated funds.

**FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$**  
Remaining CFY  
Account Number: 100-51300-302-000  
Description: Legal Fees - General  
Budgeted Amount: \$90,000  
Spent to Date: \$74,003.50  
Percentage Used: 82.23%  
Remaining: \$15,996.50