The meeting was called to order at 6:55 p.m. by Chair S. Riemer.

1.0 **Roll Call** – Present: Chair S. Riemer, Trustees: M. Bennett, T. Brinkmeier, J. Chesney, and Pres. D. Besson. Trustees M. Eternicka, I. Thomson, absent. Staff: Village Administrator S. Kulik, IT Director D. Novy and Library Director S. Lewin-Lane (arrival 7:05 p.m.). Audience (0).

2.0 **PUBLIC COMMENT** – none.

3.0 **AGENDA ITEMS**

3.1 **Minutes June 2, 2025** – no changes, placed on file.

3.2 **IT Department Update** – D. Novy addressed the Committee. D. Besson inquired if D. Novy could quantify the percentage of his time working on Police and Fire Departments. D. Novy estimated that the Police Department is 50-70% and the Fire Department is around 10%. S. Riemer inquired if the Village could outsource more. D. Besson asked D. Novy to prepare a work plan to divide up what the Director and the intended position was to oversee and see where the contractor overlap would be able to assist as there has been no success if finding an applicant for the position that was created. T. Brinkmeier inquired if there is a strategic plan for this department. D. Novy indicated he had been working on modernizing the system, triaging break/fix tasks and handling end user help desk assistance matters but there is no documented plan. T. Brinkmeier asked if his report back to the COW could include a good/better/best departmental plan and provide the budgetary impact on that.

Consensus to have a report ready for the September COW that defines how to split out the tasks that D. Novy would be comfortable outsourcing and to provide the position description for the vacant post.

3.3 **Reimbursement resolution – Hales Happiness Water Conversion Project** – S. Kulik reported on request by the DNR relative to the grants/loans applications that a specific resolution for the project be passed. **Motion** (Chesney, Brinkmeier) to forward to the Village Board for approval; motion passes 5-0-2.

3.4 **St. Mary's Royal Run – Sept. 12, 2025** – S. Kulik reported on the request. D. Besson reported that he had spoken to the Police Chief and that an officer would already be on shift and able to assist with the understanding by St. Mary's that if the officer needs to respond elsewhere during the event they would be without that assistance. D. Besson further commented that he feels they need to review the process and change the license to special events license and develop criteria to better manage the events all over the Village. This way if these events need anything from the Village, staff or equipment, a charge could be assessed to recoup some of the costs. M. Bennett asked that more information be presented on that concept. She requested that departments report back on what events they would need to be aware of and the impact on their departments related to any costs associated with providing whatever is needed. Consensus to have report presented at next meeting. **Motion** (Chesney, Bennett) to forward the request as presented to the Village Board for approval; motion passes 5-0-2.

3.5 **Public Library 50th Anniversary** – S. Lewin-Lane addressed the Committee and reported that she was not aware that she should have drafted a resolution. She commented she had not seen what the members were reviewing. S. Kulik reported that the packet went out on Friday with the attachment in it and she did receive that push notice from the system. S. Lewin-Lane reported she would provide the 35th Anniversary resolution to the Village President that could be used as a template. **Motion** (Brinkmeier, Chesney) to forward without recommendation to the Village Board and to have alternative resolution presented for the BOT; motion passes 5-0-2.

3.6 **October Budget Meetings –** S. Kulik reported on the proposed dates. Consensus to hold budget meetings on October 9, 2025, October 13, 2025 & October 15, 2025 and hold October 22, 2025 as a backup date if needed. All meetings scheduled for 6:30 p.m.

3.7 **Village Hall Staffing Update –** S. Kulik reported that they had been interviewing and someone had accepted the offer.

3.8 **Village Administrator Annual Evaluation –** Consensus to hold over to August 11, 2025 BOT when all members are likely to be present.

3.9 **Adjournment – Motion** (Chesney, Besson) to adjourn at 8:10 p.m.; motion passes 5-0-2.

Submitted,

Sandra M. Kulik, Administrator