

MEETING MINUTES
Village of Palmyra
Committee of the Whole Meeting
Monday February 19, 2024
6:00 pm
Village Hall
100 W. Taft St.
Palmyra, WI.

The meeting was called to order at 6:00 p.m. by Weiss. Roll call: Ball, Gorsegner, Kinjerski, Petruska, Smith, Troiola, Weiss – present.

Pledge of Allegiance

Communications: President Weiss reminded pet owners to pick up after their pets and they need to call for bulk garbage pick-ups, April 13th is the FFA alumni fundraiser, March 30th Lions Club Easter egg hunt.

Department Reports:

Building Inspection

Clerk / Treasurer-financial statement is on the agenda

Library-directors report was submitted

Parks & Recreation-none

Public Safety – Scott Pavlock reported that he has hired 1 new PT police officer, Jacob Lorenz. He will be in charge of training & evidence. Sam Meier went to FT EMT/Firefighter and 2 more are waiting for some background to be completed. He emailed 4 FEMA training courses to the Board to take and then possibly within a month if they have completed them, he and Derrick would do an in house review.

Public Works- Scott Halbrucker said they have been working on cleaning up the pump station, removing dead trees, removing old sections of fence and putting up some new section of fence up. Jaeckel is super busy so the Creek hasn't been cleaned out. Connie hasn't been told yet. Kannard was going to find the property lines too. The mule is down, tranny is down and clutch is out from the heavy snow. Snow was too wet for it.

Committee Reports: None

Building Permits: None

New Business:

1. Entire Committee of the Whole

A. Ball/Troiola motion to approve the Discussion/possible action on the following meeting minutes: Feb. 5, 2024 Village Board Feb. 5th and Feb. 12th Personnel Committee, and Feb. 7th Recreation Committee. One correction to the Feb 7th Rec. Committee report to change the work not to now. All ayes-motion carried.

B. Discussion/possible action on our ongoing projects as follows:

Blue Spring Lake Sewer Agreement- finalized by everyone and now we need a clean copy to sign.

Emergency Management Plan and FEMA Training for Trustees- Scott P. reviewed this already.

2. Budget & Finance Committee: Chairperson Troiola

A. Troiola/Smith motion to approve the payment of bills on the bill list totaling \$536,075.16- with extras presented tonight to AFLAC, Jefferson County Court Clerk for a bond we took,

Referee time sheets, Rick Brunton reimbursement for data he purchased for our electronic sign, and UNUM Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Troiola, Weiss-aye. Motion carried. All ayes-motion carried.

B. Troiola/Smith motion to approve the Jan. 2024 Financial Statement, bank statement and cash account balances as presented and read by the Clerk/Treasurer. All ayes-motion-carried.

3. Public Works Committee: Chairperson Petruska

A. Discussion/possible action on an agreement with MSA Professional Services for the Village's GIS mapping service. Scott H. explained that he had budgeted half of these costs but ESRI is changing to a new format for an additional \$7,000 after 2025 they won't fix any issues we have. ESRI holds the software and MSA maintains our GIS changes.

Petruska/Troiola motion to approve the quote for the updated GIS Mapping. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Troiola, Weiss-aye. Motion carried.

4. Personnel Committee: Chairperson Kinjerski

A. Discussion possible action on the recommendation to the Village Board for Employee Review forms and timeline. Chairperson Kinjerski explained how the Personnel Committee decided to pick 2 of the same forms we used in the past and 1 new review form for Dept heads and their employees. Scott Pavlock explained that the Police and Fire Departments will use their own forms for their evaluations. Scott is finalizing the ones that he has: Union has rights to review them, and Village's legal counsel to review them too. He will present those to the board maybe by the next board meeting. Timeline for reviews would be early in the year for reviews: by April. And then a follow up in the fall before budgets start. Petruska/Gorsegner motion to approve the 3 evaluation forms and the timeline. All ayes-motion carried.

5. Administration & Planning: Chairperson Gorsegner

Troiola/Smith motion to approve an operator's license for Jennifer Black. All ayes-motion carried.

6. Entire Committee of the Whole:

- A.** Gorsegner/Troiola motion to convene, upon passage of the proper motion, into Closed Session at 6:33 pm with staff, pursuant to §19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, the Village owned lands on Hwy H, parcel 171-0516-2722-005, 171-0516-2814-000, 171-0516-2811-000, 171-0516-2722-000 owned by the Village. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Troiola, Weiss-aye. Motion carried.
- B.** Troiola/Petruska motion to convene into open session at 6:58 pm for further discussion related to matters discussed in closed session. Roll call vote: Ball, Gorsegner, Kinjerski, Petruska, Smith, Troiola, Weiss-aye. Motion carried.

Troiola/Smith motion to adjourn at 6:58 pm. All ayes-motion carried.

Respectfully submitted,

Laurie Mueller
Village Clerk/Treasurer

Minutes approved without corrections March 4, 2024