

FINANCE/PERSONNEL COMMITTEE MEETING
Wednesday, March 12, 2025

Chair Kappers called the Finance/Personnel meeting to order at 7:02 p.m. Present: Chris Dubak, Mike Kappers and Donnie Kern at the Village Hall.

Also present: Library Director Kristina Kelley-Johnson and Trustee Ryan Sicard via Zoom.

Public Comment on Agenda Items: None

Minutes: *Motion by Kern, second by Dubak to approve the minutes of February 12th, February 20th and March 4th and motion carried.*

Library Report: Kristina provided the March Library Board report.

Impact Fee Report: Seven impact fees have been collected this year.

Department Head Meeting Report: An informal meeting was held to discuss possible changes to staff positions.

2025 Budget Review: Committee reviewed the budget.

New Business:

Discussion/Possible Recommendation-Review Direct Seller's Fee and Ordinance: The committee discussed the current Transient Merchant and Direct Seller ordinance. The Village should consider charging for the use of the vacant lot on Main Street. The consensus was to review the ordinance and bring it back to the April meeting.

Discussion/Possible Recommendation-Changing Village Clerk position to Administrator/Clerk: The committee discussed changing the Village Clerk position to an Administrator/Clerk position while the Clerk position is vacant. Samples of job descriptions from North Hudson, Osceola and Kewaskum were reviewed. Dubak stated this is a good idea but needs to be discussed further. Kern stated we need fill the Clerk vacancy now. The committee consensus was to schedule a Work Session before or after the March Village Board meeting. *Motion by Kappers, second by Dubak to schedule a Village Board Work Session on March 18th at 5 p.m. Kern voted no, all others yes and motion carried.*

Discussion/Possible Recommendation-Establishing an Interview Panel: Kappers suggested the Village Board and Treasurer. *Motion by Kern, second by Dubak to table this to the Work Session on March 18th and motion carried.*

Future Agenda Items: None

Adjourn: *Motion by Kern, second by Dubak to adjourn and motion carried.* The Finance/Personnel Committee meeting adjourned at 7:56 p.m.