

Work Session Meeting of the Village of Somerset Committee of the Whole
Village Hall, 110 Spring Street Somerset, WI 54025 | Tuesday, March 18, 2025

Village President Mike Kappers called the meeting to order at 5:00 p.m. Present were Mike Kappers, Chris Moreno, Donnie Kern, Caleb Garn, Ryan Sicard and Chris Dubak. Brandon Krohn was absent. Also present at Village Hall - Director of Public Works, Bob Gunther

Public Comment

- None

New Business

- **Discussion - Changing Clerk/Deputy Treasurer to Administrator/Clerk**
 - *Kappers stated this came from Tasia during her eval/exit interview. Said she didn't have anyone to go to with questions.*
 - *Kappers has experience working with the Village of Kewaskum Administrator.*
 - *Possibly hire an interim clerk if we decide to go with an administrator.*
 - *Sicard asked what authority would this position have?*
 - *Trepczyk said the Zoning Administrator could be the Administrator/Clerk.*
 - *The current salary was \$72,000 ~ if adding Administrator/Clerk it would be \$90,000+*
 - *Sicard said the County had an administrator in the 1990's, worst job ever, they didn't have any authority.*
 - *Kern said this would completely realign the whole make-up of staff, he wants to hear what staff say.*
 - *Sicard asked how long do we leave this vacancy open? Kappers said we could hire a consultant. Sicard said that could give a bad rap. Worried about a fast-paced schedule.*
 - *Trepczyk said it hurts to hear that Tasia didn't have anyone to go to. Your first year is hard. He knows who to go to. Open to change but things are currently working with a Clerk position.*
 - *Gunther said they need to take a look at the budget especially for next year. Feels that longevity definitely helps in all of our positions. Gunther knows who to go to if needed. Delaying this hire will put stress on current employees.*
 - *Otto isn't opposed but doesn't want to rush it. An hour meeting isn't enough time to make a good quality decision.*
 - *Trepczyk said maybe add a question at the end of the interview, "Would you be interested in an administrative position?"*
 - *Moreno said we need to move forward with the clerk position.*
 - *Garn would like to see what fees are for a consultant. He is hearing mostly benefits, not many cons. We need to move forward with the Clerk position.*
 - *Sicard suggested having an every other month discussion (Work Session) on an administrator position.*
 - *Dubak said it's inevitable that we need to add this but we need to take our time.*
 - *Briggs said there is a very detailed binder in the clerk's office. Tasia didn't use it and she didn't ask questions. Briggs doesn't want a potential applicant to watch this meeting and think they won't have any help. There is help. You need to utilize what's there.*
 - *Kern said an Administrator position should be available internal first, then look elsewhere. He would like to look at a consultant. He agrees we should have quarterly meetings if this is in the future.*
 - *Kern's take away from the meeting is we are going to continue on with hiring a Clerk and to have quarterly work sessions to review the matter.*

Adjourn

- *Motion by Kern, second by Dubak to adjourn and motion carried unanimously. Meeting adjourned at 5:48 p.m.*

Amy Briggs, Village Deputy Clerk