

VILLAGE OF BONDUEL
ADMINISTRATIVE COMMITTEE MEETING
THURSDAY, MAY 2, 2019

Chairperson Brenda Staszak called the meeting to order at 4:01 p.m.

Staszak read the statement regarding the posting of the meeting.

Present: Brenda Staszak, Randy Wenstadt, and Barb Wickman.

AGENDA: Motion by Wickman, second by Wenstadt, to approve agenda as presented and deviate from the order as necessary. Motion carried unanimously.

MINUTES. Motion by Wickman, second by Wenstadt, to approve minutes from the October 16, 2018 Administrative Committee meeting. Motion carried unanimously.

F1. Amend Ordinance Sec. 115-26(d) Land Use Permits. Municipal Operations is recommending changes to the ordinance on Land Use Permits and to change the fee schedule. Wickman explained the Land Use Permit process and building permit process to the committee. Motion by Wickman, second by Wenstadt, to recommend to the board the amendment to of ordinance sec. 115-26(d) Land Use Permits and to update the fee for the land use permit. Motion carried unanimously.

F2. Amend Ordinance Sec. 10-5(b) Declaration of Disaster. Municipal Operations is recommending to correct the line of succession for a disaster. Motion by Wickman, second by Staszak, to recommend to the board to amend ordinance sec. 10-5(b)(4) to the declaration of disaster to add the Director of Municipality. Motion carried unanimously.

Motion by Wickman, second by Wenstadt, to recommend to the board to amend the resolution identifying line of succession for proclaiming an emergency or disaster. Motion carried unanimously.

F3. Sales and use of fireworks. Public Safety is recommending the changes to the ordinance to include the most current NFPA guidelines. Maroszek sent to the attorney to review the recommendation from Public Safety. Motion by Wickman, second by Wenstadt, to recommend to the board amending ordinance 22-5 Sales and use of Fireworks Prohibited to reflect recommendations from the Village attorney. Motion carried unanimously.

F4. Ethical Standards and regulation and Bond Fee. Wickman asked for this to be put on the agenda due to past violation of the Ethical standards and regulations by Village Board

members. Wickman explained that if the Village does not set up a penalty in the ordinance and bond schedule the board cannot penalize for misconduct. The Committee directed Maroszek to send ordinance to the Village Attorney for direction. Motion by Wickman, second by Staszak, to postponed recommendation on Ethical Standards and regulation until after information is obtained from the attorney. Motion carried unanimously.

F5. Ordinance to adjust regular village board meeting time. Wickman is checking church bell ringing schedule about substitute. By consensus the committee agreed to postpone until the next meeting.

F6. Clerk/Treasurer Training. Motion by Wickman, second Wenstadt, to recommend to the board that Maroszek attend the Clerk/Treasurer Institute training in Green Bay the week of July 14-19, and to close the Village Hall office on July 19th, to accommodate the Deputy Clerks hour restriction. Motion carried unanimously.

F7. EMS Checking. Maroszek checked with Jon Trautman from CLA about the EMS taking care of the checkbook themselves, versus the Village. Trautman stated that since the EMS uses the Village Fed ID number and is under the Village insurance, he recommends that the EMS checkbook remain in the Village office. The committee agreed by consensus to remove the item from the agenda.

F8. Meeting Date Selection. Motion by Wickman, second by Wenstadt, for the Administrative Committee to hold meetings on the third Tuesday of each month at 3:30 p.m. Motion carried unanimously.

Next meeting: Tuesday, May 21st at 3:30 p.m.

Motion by Wickman, second by Wenstadt to adjourn. Motion carried unanimously. Meeting adjourned at 5:37 p.m.

Respectfully submitted,
Michelle Maroszek, Clerk/Treasurer