



## **COMMITTEE OF THE WHOLE MEETING**

Wednesday, January 28, 2026

President Russ Gehm, called the meeting to order at 6:00 p.m.

Gehm read the statement regarding the posting of the meeting.

**PRESENT:** Andrew Court, Sean Falk, Russ Gehm, Matt Pleshek, Brenda Staszak, Michelle Streetman, and Kay Zuleger.

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

**MINUTES:** Motion by Pleshek, second by Falk, to approve the minutes from the September 24, 2025 Committee of the Whole meeting as presented. Motion carried unanimously.

**ACKNOWLEDGEMENT OF CITIZENS AND OPEN FORUM.** Jesse Rankin, Director of Municipal Operations; Keith Fischer, Police Chief; and Tim Novitski, Village Resident.

**COMMUNICATIONS:** Notice of a public hearing being held by the Planning, Development and Zoning Committee with Shawano County.

### **REPORTS:**

**Police Department Report.** Nothing new to report.

**Fire Department Report.** Nothing new to report.

**Clerk/Treasurer Report.** The Village audit started Monday, January 26, in office. The auditors have completed the in-office portion of the examination.

**Municipal Operations Department Report.** There have been several water main breaks in the last week due to the extremely cold weather.

### **NEW BUSINESS:**

**H1. Discussion and possible recommendation on creating Village leave of absence policy** Two of the Village's employees are currently expecting a child this spring. The Wisconsin Family and Medical Leave Act (FMLA) and leave of absence are not mentioned in the current Village Personnel Policy. FMLA is covered for union employees under the union contract. State FMLA regulations are included in

the information given to the committee. The Village is exempt from providing the leave because it employs fewer than fifty people. Time off for a serious medical condition is also covered by the FMLA. The Board was given a draft of the suggested addition to the personnel policy to examine. The Board agreed with the proposed addition. Pleshek inquired about the possibility of employees giving vacation time to coworkers who require additional time and compensation. The committee discussed how it would be a good option, but would like final approval of time donation based on the circumstances. Motion by Zuleger, second by Court, to recommend to the Board the proposed FMLA addition and added language regarding donated vacation time after the Village Attorney has reviewed the policies. Motion carried unanimously.

H2. Discussion and possible recommendation on regular department work hours. Many counties and municipalities in the area have different schedules during the week, with half days on Fridays. The Village staff asked the Committee of the Whole if a trial could be set up for the summer months to work longer hours during the week and a half-day on Friday. Maroszek asked the Municipal Clerks Association's members about their offices and presented the results to the committee. The majority work longer hours and take a half or full day off on Fridays. The Committee reviewed the results and agreed many local offices are doing some type of flexed hours. Motion by Zuleger, second by Staszak, to recommend to the Board to allow the departments to change their working hours from May 1 to Labor Day weekend, working four nine-hour days Monday through Friday and half-days on Friday. After Labor Day, the Board will consider whether to extend the work hours for the rest of the year. Motion carried unanimously.

H3. Discussion and possible recommendation on Village ordinance 115 Zoning Code-Signs updates. The current sign ordinance does not specify the various signs that may be applied for. The ordinance also requires multiple approvals for new signs, beginning with the Plan Commission and advancing to the Village Board for final approval. Rankin would like to see a single point of approval to speed up the process. The committee felt that the Village Board meet regularly and would be the right group to approve the signs. Motion by Zuleger, second by Streetman, to recommend to the Board amendments to sign ordinances 115.1 and 115.24, including sign definitions and changing the process for obtaining Village Board approval for sign requests. Motion carried unanimously.

#### ANNOUNCEMENTS

Upcoming monthly meetings were discussed.

Motion by Zuleger, second by Court to adjourn. Motion carried unanimously. Meeting adjourned at 8:04 p.m.

Respectfully submitted,  
Michelle Maroszek, Clerk/Treasurer