

Village Board Organizational Meeting Minutes
April 25, 2016

- 1) Call to Order and Roll Call. – *President Rath called the meeting to order at 6:30 p.m. with roll call:*

Present

Bob Benz
Stacy Gedman
Joe Hennlich
Joyce Laux
David Miller
Roger Kaas
Jim Rath

Absent

none

Others Present

Randy Friday, Administrator
Susan Williams, Clerk-Treasurer

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – ***Miller moved to approve the agenda as presented. Hennlich 2nd. Motion carried unanimously.***
- 4) Presentation of Approved Minutes – April 27, 2015 Organizational Meeting.
- 5) Registered citizen comments on agenda items.
- 6) Review/Approval of Rules of the Village Board. – ***Kaas moved to approve the Rules of the Village Board as presented. Benz 2nd. Motion carried unanimously.***
- 7) Election of Vice-President. – ***Hennlich nominated Joyce Laux, Vice-President. Miller 2nd. Miller moved to close the nominations. Kaas 2nd. Laux abstained. Motion carried.***
- 8) Bi-Annual Village Board Appointments
- a) Code Administrator
- Hennlich moved to appoint Randy Friday Code Administrator. Miller 2nd. Motion carried unanimously.***
- b) Clerk/Treasurer
- Kaas moved to appoint Sue Williams Clerk-Treasurer. Miller 2nd. Motion carried unanimously.***
- c) Assessor
- Laux moved to appoint Associated Appraisals Consultants Inc. Assessor. Miller 2nd. Motion carried unanimously.***
- 9) Annual Appointment of Village Professionals

a) Accountant

Kaas moved to appoint Schenck SC Accountant. Benz 2nd. Motion carried unanimously.

b) Attorney

Benz moved to appoint Silton, Seifert & Carlson SC Attorney. Hennlich 2nd. Motion carried unanimously.

c) Engineering

Kaas moved to appoint Cedar Corp. Engineer. Gedman 2nd. Motion carried unanimously.

10) Election by Village Board

a) Community Development Authority/Trustee Member – 1 year term ending April 2016 – Currently seated, David Miller.

b) Community Development Authority Chairman/Trustee – 1 year term ending April 2016 – Currently seated, Roger Kaas.

c) Plan Commission/Trustee – 1 year term ending April 2016 – Currently seated, Joe Hennlich.

d) Plan Commission/Trustee – 1 year term ending April 2016 – Currently seated, Jim Rath, President Rath nominates Joyce Laux.

e) PRUT Board/Trustee – 1 year term ending April 2016 – Currently seated, Stacy Gedman.

Benz moved to re-appoint the currently seated Trustees to the Authority/Commission/Boards they serve and Joyce Laux to the Plan Commission, replacing Jim Rath. Miller 2nd. Motion carried, with the appointees abstaining.

11) Appointed by Village President/Confirmed by Village Board

a) Plan Commission/Citizen Member Chairman – 3 year term ending April 2016 – Currently seated, Steve Summers, President Rath nominates Steve Summers for one year term ending April 2017.

Benz moved to approve the nomination of Steve Summers to the Plan Commission/Citizen Member Chairman for a one year term ending April 2017. Laux 2nd. Motion carried unanimously.

b) Plan Commission/Citizen Member – 3 year term ending April 2017, President Rath nominates Brad Schmidt.

Benz moved to approve the nomination of Brad Schmidt to the Plan Commission/Citizen Member for a 3 year term ending April 2019. Hennlich 2nd. Motion carried unanimously.

c) PRUT Board/Citizen Member – 3 year term ending April 2016 – Currently seated, Rich Storey.

Miller moved to approve the nomination of Rich Storey to the PRUT Board/Citizen Member for a 3 year term ending April 2019. Laux 2nd. Motion carried unanimously.

d) PRUT Board/Citizen Member – 3 year term ending April 2016 – Currently seated, Matt Gehl.

Hennlich moved to approve the nomination of Matt Gehl to the PRUT Board/Citizen Member for a 3 year term ending April 2019. Miller 2nd. Motion carried unanimously.

- e) PRUT Board/Citizen Member – 3 year term ending April 2016 – Currently seated, Larry Miller, President Rath nominates Susan Jungen.

Kaas moved to approve the nomination of Susan Jungen to the PRUT Board/Citizen Member for a 3 year term ending April 2019. Benz 2nd. Motion carried unanimously.

- f) Board of Appeals/Citizen Member – remaining term ending April 2017 of Gary Flak, President Rath nominates Jack Kruse.

Benz moved to approve the nomination of Jack Kruse to the Board of Appeals/Citizen Member for the remaining term of Gary Flak ending April 2017. Miller 2nd. Motion carried unanimously.

- g) Board of Appeals/Citizen Member – 3 year term ending April 2016 – Currently seated, Tom Jack.

Kaas moved to approve the nomination of Tom Jack to the Board of Appeals/Citizen Member for a 3 year term ending April 2019. Laux 2nd. Motion carried unanimously.

- h) Board of Appeals/Citizen Member – 3 year term ending April 2016 – Currently seated, Pat Shuster.

Benz moved to approve the nomination of Pat Shuster to the Board of Appeals/Citizen Member for a 3 year term ending April 2019. Kaas 2nd. Motion carried unanimously.

- i) Board of Appeals/Citizen Member – 3 year term ending April 2016 – Currently seated, Larry Miller.

Benz moved to approve the nomination of Larry Miller to the Board of Appeals/Citizen Member for a 3 year term ending April 2019. Hennlich 2nd. Motion carried unanimously.

- j) Board of Appeals/Citizen Member Alternate #1 – 3 year term ending April 2016 – Currently seated, Rich Storey.

Miller moved to approve the nomination of Rich Storey to the Board of Appeals/Citizen Member for a 3 year term ending April 2019. Benz 2nd. Motion carried unanimously.

- k) Board of Appeals/Citizen Member Alternate #2 – 3 year term – Currently vacant, President Rath nominates Adam Siebeck.

Benz moved to approve the nomination of Adam Siebeck to the Board of Appeals/Citizen Member for a 3 year term ending April 2019. Miller 2nd. Motion carried unanimously.

- l) Community Development Authority/Citizen Member – 3 year term ending April 2016 – Currently seated, Steve McGrath.

Kaas moved to approve the nomination of Steve McGrath to the Community Development Authority/Citizen Member for a 3 year term ending April 2019. Miller 2nd. Motion carried unanimously.

11) Meetings; Set frequency and days of the week

- PRUT Meeting change, (1) frequency and (2) day of the week (move from quarterly to monthly and from the 4th Wednesday to the 3rd Monday).

Hennlich moved to set the meeting frequency and day of the week for the PRUT Board to once a month on the 3rd Monday. Gedman 2nd. Motion carried unanimously.

- CDA Meeting dates, for the Closed Session for the 50/50 Matching Grant Application Presentations, currently held as Special meetings on 3rd Wednesday of the quarter (March, June, September and December). Set as a regular meeting.

Kaas moved to set the quarterly Closed Session for the official grant applicant review session as a regular meeting time of the 3rd Wednesday of March, June, September and December. Benz 2nd. Motion carried unanimously.

12) New Appointments and Compensation

- *Fox Cities Area Room Tax Commissioner*

Kaas moved to appoint Bob Benz Fox Cities Area Room Tax Commissioner. Miller 2nd. Benz abstained. Motion carried.

- *Appleton Redevelopment Authority Exhibition Center Advisory Board Member*

Kaas moved to appoint Bob Benz Appleton Redevelopment Authority Exhibition Center Advisory Board Member. Gedman 2nd. Benz abstained. Motion carried.

- *Lake District Board Member*

Laux moved to create the Lake District Board Member position, individual to be appointed at a later date. Hennlich 2nd. Kaas abstained. Motion carried.

13) Consider discussion to change Municipal Code of Board/Commission Membership. – Request by Village President to add ‘Ex Officio’ position to Plan Commission, Board of Appeals, Park Recreation and Urban Tree Board and Community Development Authority.

Miller moved to create the Ex Officio position for the Plan Commission, Board of Appeals, PRUT Board and Community Development Authority and that individual would be the currently seated Village President. Kaas 2nd.

Hennlich stated he appreciates all the time Rath as spent, but questioned what this role would do to future Village President’s time. Rath responded that he believed that it is a good thing moving forward. Rath stated with the changes in the Boards, eliminating the Utility Commission and revitalizing the CDA, it is important for the Village.

Gedman questioned what it does and Rath responded that this position would have the ability to participate in the meeting discussions.

Motion carried unanimously.

14) Presentation of correspondence, resolutions, and related matters – None.

15) Adjournment. – ***Kaas moved to adjourn the meeting at 6:58 p.m. Laux 2nd. Motion carried unanimously.***

Minutes presented for review and approval by Susan Williams, Village Clerk-Treasurer.