

MINUTES OF THE SPECIAL VILLAGE BOARD MEETING

Wednesday, July 7, 2021

Time: **6:30 pm**

Place: **Mukwonago Municipal Building, 440 River Crest Ct., Mukwonago, WI 53149**

This meeting will be held at 6:30pm or immediately following the Committee of the Whole

Call to Order

The Village President Winchowky called the meeting to order at 6:45p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct., Mukwonago, WI 53149

Roll Call

Board Members Present

Daniel Adler
Eric Brill
Jim Decker
Darlene Johnson
Fred Winchowky

Excused:

John Meiners
Roger Walsh

Also Present

Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Dave Brown, Utilities Director
Ron Bittner, Public Works Director
Mark Blum, Village Attorney
Jerad Wegner, Village Engineer
John Fellows, Village Planner
Jeff Stein, Fire Chief

New Business

Discussion and possible action on Village Administrator Advertisement

Interim Administrator Dykstra reviewed a timeline established for the in-house approach to hiring of an Administrator. She further reviewed a packet of materials presented which included an Advertisement, Job Description, Salary Resolution, Salary surveys and a handbook from ICMA regarding the selection of a local government manager.

Trustee Johnson asked if the Board was satisfied with all the presented changes from Trustee Decker.

Trustee Brill expressed his concern for the lower than approved salary range.

Trustee Decker noted he would remove that range and place competitive wage wording.

Trustee Brill stated it should reflect the Village approved range by resolution.

It was agreed to change the range to match the Village approved range.

Decker/Johnson motion to approve and accept the changes to the Job Advertisement.

Unanimously carried.

Decker/Johnson motion to approve and accept changes to the Job Description including changing the years of experience from three to five. (*Resolution 2021-63*)

Trustee Johnson asked the Board to consider changing the years of experience.

Trustee Adler noted there should be an update on the experience or the education requirement.

It was agreed the years of experience should be adjusted.

Trustee Adler stated he felt the position at that caliber should require a Masters Degree.

Roll Call: "Yes" Trustee Brill, Decker, Johnson, Winchowky. "No" Trustee Adler.

Discussion and initial review of the 2022 Operating and Capital Budget and discussion regarding goals and objectives for 2022 Village Budget.

Finance Director Doherty introduced the preliminary (5) Year Capital Improvement Plan. President Winchowky questioned if the Board was going to have an opportunity to review additional projects they may wish to have.

Doherty noted they can submit those projects and they can schedule for the next session. President Winchowky requested an opportunity to review the American Rescue Plan Act federal funding that is provided. He would like to see a special meeting on August 4, 2021 following the Committee of the Whole to discuss those allocations.

She additionally disseminated debt service reports and reviewed with the Board.

She further asked the Board to consider a plan for competitive wages for labor. She noted the ranges are adjusted annually, however there are difficulties with retaining when other area communities are paying higher wages. She described a possible plan to pay based on evaluations and performance which can exceed a COLA.

It was agreed to review and see how the numbers will work out and how it would be funded.

Adjournment

Meeting was adjourned at 7:48pm

Respectfully Submitted,

Diana Dykstra, MMC
Interim Admin/Clerk-Treasurer