

**Committee of the Whole Meeting
November 14, 2023**

1 - Order

President Weatherston called the Committee of the Whole meeting to order at 6:45 p.m. at the Caledonia Village Hall.

Board: President Weatherston, Trustee Pierce, Trustee Stillman, Trustee Martin, Trustee McManus, Trustee Hammes.

Absent: Trustee Wishau was excused

Staff: Also present were Administrator Kathryn Kasper, Public Services Director Tony Bunkelman, Development Director Peter Wagner, Police Chief Christopher Botsch, Fire Chief Jeff Henningfeld, Finance Director Wayne Krueger, Village Attorney/HR Manager Tyler Helsel and Village Attorney Elaine Ekes.

2 – Approval of Minutes

Committee of the Whole: 10/24/23

Motion by Trustee Pierce to approve the Committee of the Whole minutes of 10/24/23 as printed. Seconded by Trustee Stillman. Motion carried unanimously.

Motion by Trustee Pierce to approve the Committee of the Whole minutes of 10/10/23 as amended. Seconded by Trustee Stillman. Motion carried unanimously.

3 – Public Comment (Provides a two-minute opportunity for citizens to voice opinions to the Village Board. The Village Board cannot respond as this may conflict with open meeting requirements.)

None

4 – New Business

4A – Legislative & Licensing (Trustee Martin)

4A1. Approval of Amended Class A Combo Liquor License/ Mega Marts, LLC / Trade Name – Pick ‘N Save – 5111 Douglas Ave / Katie Allard, Agent

Motion from Trustee Martin to approve Amended Class A Combo Liquor License/ Mega Marts, LLC / Trade Name – Pick ‘N Save – 5111 Douglas Ave / Katie Allard, Agent, and forward to the board for final approval seconded by Trustee Pierce. Motion carried unanimously.

4B. Public Works (Trustee Stillman)

4B1. 5 Mile & 38 2nd driveway access request discussion

Village Engineer gave some background and a brief overview regarding the request.

Motion by Trustee Martin to postpone the item to the Committee of the Whole meeting on 12/12/23. Seconded by Trustee Pierce. Motion carried unanimously.

4C.Personnel (Trustee Stillman)

4C1. Discussion on Clerk office structure and vacancies

Staff discussed the desire to change the position from Village Clerk and Deputy Clerk to Village Clerk/Treasurer and Deputy Clerk/Treasurer and provided rationale for this direction.

Motion was made by Trustee Martin to direct staff to move forward with the Clerk/Treasurer & Deputy Clerk/Treasurer structures and proceed with job postings. Seconded by Trustee Pierce. Motion carried unanimously.

4C2. Discussion on new Custodian position structure

Staff and board clarified the job duties that they would like to see accomplished under this position.

Motion was made by Trustee Martin to direct staff to move forward with the Custodian job posting. Seconded by Trustee Pierce. Motion carried unanimously.

4D.Finance (Trustee Wishau)

4D1. Sole source request for AED procurement for Public Safety Building

Motion was made by Trustee Martin to give permission to staff to sole source procure AEDs for the public safety building. Seconded by President Weatherston. Motion carried unanimously.

4E1.Suggested Agenda Items To Be Placed On The Next Meeting Agenda (With No Action)

Trustee Pierce would like to add Village Board vacancy appointment process discussion.

Trustee Martin would like to address Real Racine at Village Board

Trustee McManus would like to discuss 4 ½ Mile speed concerns.

5 – Old Business

5A – Legislative & Licensing (Trustee Martin)

5A1. Title 2 Chapter 3 suggested revision review (Legislative & Licensing Committee: 5/16/23, 3-0; 8/29/23; Committee of the Whole: 9/26/23 laid over, 10/10/23)

Motion from Trustee Martin to postpone this item to the Committee of the Whole meeting on 11/28/23. Seconded by President Weatherston. Motion carried unanimously.

6. Adjournment

President Weatherston adjourned the meeting at 7:28p.m.

Respectfully prepared and submitted,

Kathryn Kasper, Village Administrator