

**Committee of the Whole Meeting
January 23, 2024**

1 - Order

President Weatherston called the Committee of the Whole meeting to order at 6:40 p.m. at the Caledonia Village Hall.

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

Absent: Trustee Wishau was excused.

Staff: Administrator Kathryn Kasper, Clerk Jennifer Olsen, Public Services Director Tony Bunkelman, Village Engineer Ryan Schmidt, Finance Director Wayne Krueger, Development Director, Peter Wagner, Planner/Zoning Administrator, Todd Roehl, Police Chief Christopher Botsch, Fire Chief Jeff Henningfeld, Village Attorney/HR Manager Tyler Helsel and Village Attorney Elaine Ekes.

2 – Approval of Minutes

Motion by Trustee Lambrecht to approve the Committee of the Whole minutes of 01/09/24, removing the second sentence of item 4B. Seconded by Trustee McManus. Motion carried.

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. Discussion regarding livestock fencing requirements and animals running at large; Reference: Title 7, Ch. 1 Animal control and Title 11, Ch. 6 Nuisances

Trustee Martin relayed a complaint from a resident regarding loose cattle and other livestock repeatedly breaking out of inadequate fencing and requested a review of the relevant ordinances. Village Attorney Elaine Ekes clarified some state statutes apply but advised that staff review them for possible amendments. Staff was directed to do so. No motion was made.

4B. Accept Buckley Road improvements

Motion to approve and move item to the Village Board agenda made by Trustee McManus. Seconded by Trustee Pierce. Motion carried unanimously.

4C. Accept Caledonia Corporate Park improvements

Motion to approve and move item to the Village Board agenda made by Trustee Stillman. Seconded by Trustee McManus. Motion carried unanimously.

4D. Accept Corona Drive extension improvements

Motion to approve and move item to the Village Board agenda made by Trustee Pierce. Seconded by Trustee Martin. Motion carried unanimously.

4E. 6243 Charles St – Sanitary connections request for variance from Ordinance

Director Bunkelman spoke on the item, clarifying the village ordinances requiring this charge. The resident also spoke on the item and stated that she was not informed of the requirements when she built the addition, and that the cost would have been prohibitive to do the addition. Her argument is the detached garage cannot be rented out as a separate unit, it should be considered an addition to the home and not a separate unit.

Motion to approve variance and move item to the Village Board made by Trustee Pierce. Seconded by Trustee McManus. Motion carried, 4-2. Trustee Stillman and President Weatherston voted nay.

Trustee Martin made a motion to direct staff to prepare appropriate conditions to attach to the variance. Seconded by Trustee Pierce. Motion carried, 5-1. President Weatherston voted nay.

4F. Personnel committee revival for limited role in grievance process

Village Attorney Helsel presented the item, clarifying that this committee would be specific to handling union grievances, as required by the contract language. Reviving this committee would allow the board to satisfy the requirements of the contract without having to renegotiate to remove the language.

Motion to direct staff to draft a resolution to revive the committee and to present it to the Village Board made by Trustee Pierce. Seconded by Trustee McManus. Motion carried unanimously.

4G. Suggested Agenda Items to Be Placed on the Next Meeting Agenda (With No Action)

- Trustee Martin requests discussion on minutes reflect more details of discussions
- Trustee Pierce requests discussion on Trustee vacancy process
- Trustee Pierce request a return to the discussion on litigation complaint and HWY 31 update
- Trustee McManus gave a shout out to Public Works for their excellent work plowing during the recent storms

5 – Old Business**5A. Continuing Discussion - Village 5-10 Year Vision**

Discussion on whether to focus on Strategic planning versus a short mission/vision statement,. It was decided to leave the specifics to each department and their strategic goals. Suggestion was made to have staff present on various plans that municipalities commonly utilize with an description of each type for the board's edification . The board will then decide in which area they would like to move this topic forward. Administrator Kasper will forward Mt Pleasant's strategic plan to the board via email.

5B. Discussion on Communications Committee Membership, roles and responsibilities

Chair Pierce presented on the current items before the committee and goals for the remainder of the ad hoc term. Topics included village branding and consistency throughout all village departments, including the creation of a Branding Resource

Document. Chair Pierce recommended two additional committee members for consideration, Chief Botsch and Michelle Struck. It was determined that the Police Chief may not serve as a member, but could attend meetings. All new committee members must be approved by the Village Board. The idea that if marketing is a high priority for the Village, that a marketing firm could be budgeted for and hired in 2025.

5C. Discussion - adopted village standard color implementation progress.

The decision was made to insert white background onto logo, and to use the zaffre blue color as recommended by Communication Committee.

Motion to send item to the Village Board for approval made by Trustee Martin. Seconded by Trustee McManus. Motion carried unanimously.

8. Adjournment

President Weatherston adjourned the meeting at 7:59 p.m.

Respectfully prepared and submitted,

Jennifer Olsen, Village Clerk