

**Committee of the Whole Meeting
February 13, 2024**

1 - Order

President Weatherston called the Committee of the Whole meeting to order at 7:20 p.m. at the Caledonia Village Hall.

PRESENT: 6 – President Weatherston, Trustee McManus, Trustee Stillman, Trustee Lambrecht, Trustee Martin, and Trustee Wishau

EXCUSED: 1 – Trustee Pierce

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

2 – Approval of Minutes January 23, 2024

A motion was made by Trustee Stillman to approve the Committee of the Whole minutes of 01/23/24, seconded by Trustee Lambrecht. The motion carried 6-0.

3 – Public Comment

The following people appeared to speak before the Committee:
None

4 – New Business

A. Discuss on meeting minutes content and procedures to amend the minutes.

Staff presented research on meeting minutes standards, and recommended that minutes be kept to a brief description of extended discussion, who made and seconded motions, and the result of votes. Individual speaker names and direct quotes will not be used unless specifically requested to be added to the record.

Motion by Trustee Martin to receive and file the item, seconded by President Weatherston. Motion carried, 6-0.

B. Discussion on the future of waste oil receptacle at Nicholson Road campus

Staff requested guidance on the future of the Nicholson Road Campus waste oil receptacle once the police department moves to the new building. Several options were proposed by staff and committee members, including:

- Discontinuing the site and directing residents to other, free, local sites
- Fire Department takes over handing out the key
- Leave it unlocked and put up cameras and signs
- Have Sandy hand out the key during yard waste hours only

After extended discussion, the committee agreed to keep the site open only during yard waste hours, and have Sandy responsible for handing out the key.

C. Discussion on potential revisions to Title 14, Chapter 3, subdivision controls

Extended discussion on proposed changes to the ordinance. Staff advised committee on strategic planning policy decisions to consider such as: if the open space and conservation easements will remain a requirement and if so, where and to what degree; whether the Village wants to be the holder of the easements; and the availability of conservancies to take on such easements. The committee directed staff to make recommendations on adjusting the conservation easement and open space requirements for the sewer district area and creating a buffer zone for conservation areas.

D. Fire Department requesting permission to apply for AFG grant for radios

The committee directed fire department staff to apply for the AFG radio grant.

E. Proposed employee handbook changes

The committee had no objections to the proposed changes and directed staff to bring a resolution to the next Village Board meeting.

5 – Continuing Business

A. Continuing Discussion - Village 5-10 Year Vision (*CoW 1/9/24, CoW 1/23/24*)

Staff outlined the data that was included in the agenda packet and highlighted the park and open space plan update is starting and comp plan updates with start in late 2024. The committee agreed to defer the discussion until the next meeting.

B. Discussion on Trustee vacancy process

Staff has recommended in the past not to put this in an ordinance, but to create a policy document instead. The committee is still in agreement on this.

A motion was made by Trustee Stillman to table the item indefinitely, seconded by Trustee McManus. Motion carried, 6-0.

C. Discussion regarding livestock fencing requirements and animals running at large; Reference: Title 7, Ch. 1 Animal control and Title 11, Ch. 6 Nuisances (*CoW 1/23/24, direct staff to review*)

A motion was made by Trustee Martin to table the item until the next meeting, seconded by Trustee McManus. Motion carried, 6-0.

6 – Closed Session Items

A. The Committee of the Whole will take up a motion to go into CLOSED SESSION, pursuant to s. 19.85(1)(e), Wis. Stat., deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or

bargaining reasons require a closed session: specifically to discuss the Caledonia/Raymond Cooperative Boundary Agreement and the Contract Renewal with John's Disposal for Waste and Recycling Collection; and pursuant to s. 19.85(1)(g), Wis. Stat., conferring with legal counsel concerning strategy to be adopted with respect to litigation pertaining to the following: code enforcement as to 6121 STH 31; and subrogation of claims filed against the Village.

A motion was made by Trustee Stillman to go into closed session, seconded by Trustee McManus. The motion passed by the following vote:

Ayes: 6 – Weatherston, McManus, Stillman, Lambrecht, Martin, Wishau

Excused: 1 –Pierce

B. The Village Board reserves the right to go back into OPEN SESSION, and possibly take action on the items discussed during the closed session and to move to the remaining items on the agenda.

A motion was made by Trustee Stillman to go into open session, seconded by Trustee McManus. Motion carried 6-0.

8. Adjournment

President Weatherston adjourned the meeting at 8:40 p.m.

Respectfully submitted:

*Jennifer Olsen
Village Clerk*