

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

1 - Order

President Weatherston called the Committee of the Whole meeting to order at 7:25 p.m. at the Caledonia Village Hall.

2 – Roll Call

PRESENT: 5 – President Weatherston, Trustee Stillman, Trustee Martin, Trustee Lambrecht, and Trustee Pierce

EXCUSED: 2 – Trustee Wishau and Trustee McManus

STAFF: Interim Administrator/Police Chief Christopher Botsch, Public Services Director Tony Bunkelman, Village Engineer Ryan Schmidt, Finance Director Wayne Krueger, Development Director Peter Wagner, Fire Chief Jeff Henningfeld, Village Attorney Elaine Ekes, HR Manager/Assistant Village Attorney Tyler Helsel, Clerk Jennifer Olsen, and Deputy Clerk Norgie Montes De Oca-Metzinger

3 – Approval of Minutes

A motion was made by Trustee Stillman to approve the Committee of the Whole minutes of July 9, 2024, seconded by Trustee Pierce.

A motion was made by Trustee Pierce to amend the motion to approve the Committee of the Whole minutes of July 9, 2024 to rephrase items 5A-3 and 5A-4, seconded by Trustee Martin. **The motion failed 2-3.**

The motion to approve the minutes carried 3-2.

4 – Public Comment

The following people appeared to speak before the Committee:
None

5 – New Business

A. Background of municipal services offered by Fiserv

Staff presented on the item, summarizing the material included in the packet.

B. Implementation/Enforcement concerns on Animals at Large Ordinance and options for impoundment

Trustees raised concerns and asked questions regarding the enforcement of Animals at Large Ordinance. Staff was directed to research the issue and report back in one month.

A motion was made by Trustee Martin to lay over the item until the August 27 Committee of the Whole meeting, seconded by Trustee Pierce. **The motion carried 5-0.**

C. **Village Board Rules of Procedure—Interplay between Code and Robert’s Rules of Order**

Staff provided information on Roberts Rules of Order and Village Ordinances that prescribe the conduct of meetings, including the procedure for tie votes. The Village Attorney suggested that if the Committee or Board would like to further clarify meeting procedural rules they may propose an ordinance change to adopt local rules of procedure.

D. Minutes of Village Board Meetings—Purpose, procedure and correcting

Staff provided information clarifying what the legal effect of meeting minutes are, and the industry standard best practices for recording minutes. Staff suggested that if the Committee or Board would like to further clarify meeting minute content requirements they may propose an administrative rule or ordinance. Options for recording of meeting to be posted on the Village website were also discussed.

E. Code Enforcement Report – Review the Village’s activities and actions regarding existing zoning code violations.

Staff presented on the item, summarizing the material included in the packet.

F. 2025 Proposed Budget Schedule

Staff presented on the item, summarizing the material included in the packet.

G. Suggested items to be placed on the next meeting agenda (*with no action*)
None

6 – Continuing Business

- A. Discussion on the need to establish a new zoning district that would accommodate small scale farm uses (Hobby Farms) with residential uses (*CoW 6/11/2024, CoW 6/25/2024*)

Motion by Trustee Martin to lay over to the next meeting, **seconded by** Trustee Pierce. **Motion carried 7-0.**

7 – Closed Session

- A. The Committee of the Whole will take up a motion to go into CLOSED SESSION, pursuant to Wis. Stat. s. 19.85(1)(e) to deliberate or negotiate 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, and Wis. Stat. s. 19.85(1)(g), to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved **specifically**: to discuss a Notice of Potential Material Change of Circumstances from the City of Racine under the Racine Area

Intergovernmental Sanitary Sewer Service, Revenue-Sharing, Cooperation and Settlement Agreement dated April 25, 2002 and options to move forward pursuant to the Intergovernmental Sewer Service Agreement.

Motion by Trustee Stillman to go into closed session, seconded by Trustee Pierce.
Motion carried by the following roll call vote:

Ayes: 5 – Weatherston, Martin, Stillman, Lambrecht, Pierce

Excused: 2 – McManus and Wishau

- 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.

Motion by Trustee Stillman to go into open session, seconded by Trustee Pierce.
Motion carried 5-0.

8 – Adjournment

President Weatherston adjourned the meeting at 8:37 p.m.

Respectfully submitted:

Jennifer Olsen

Village Clerk