

**Agenda**  
**Village of Port Edwards Board Meeting**  
**Tuesday, May 12, 2020**

**Board Meeting, Marshall Buehler Center – 7:00 p.m.**

Due to the COVID-19 pandemic this meeting is being held without the public or the media in attendance and the Board Members will be meeting at least 6 feet apart. These steps are being taken so that the Board can hold the meeting and still comply with the social distancing guidelines. If you are a member of the public and wish to listen, please call the dial in number below and you will be acknowledged

**Meeting Dial-in number: 715-423-6698**

**Access Code ID: 02067**

- 1) Call to order.
- 2) Roll call.
- 3) Pledge of Allegiance.
- 4) MOTION to approve the minutes of the previous board meeting.
- 5) Public comment on agenda items.
- 6) President's Report.
  - a. Letter received from Marshall Buehler
- 7) Committee & Commission Reports:
  - a. Airport Commission.
    1. Review proceedings of the commission.
  - b. Police and Fire Commission
    1. Review proceedings of commission.
    2. MOTION to approve Chief Drew to offer Full -Time Officer Position to Josiah Mertes Contingent of Pre-Employment Screening.
  - c. Streets, Infrastructure, Recreation & Cemetery Committee.
    1. Committee Chairman's Comments
    2. MOTION to award low bid for 2020 Alley Projects to Gerke Excavating of Tomah Wi.
    3. MOTION to approve restrict parking on when PROJECT ID: 6950-04-02/72 & PROJECT ID: 6950-04-03/73 STH 73 & 54 are reconstructed by WisDOT in 2024.
    4. MOTION to approve Resolution # 2020-1 to accompany the Village application for projects FOR Legacy Foundation grant
  - d. Planning, Property & Information Technology Committee.
    1. Committee Chairman's Comments
    2. MOTION to amend Charter 12 Licenses and Permits 12.13 Business License 7d.d
  - e. Public Safety Committee.
    1. Committee Chairman's Comments
    2. MOTION to approve Village to enter into an agreement with Lexipol to provide customized policy management update and training solutions for Police & Fire Departments.
    3. MOTION to approve policy to clarify when cancelled call (10-22) occurs and when an apparatus does not leave the station.
    4. MOTION to approve policy for monthly tire checks inspections
  - f. Finance and Human Resources Committee.
    1. Committee Chairman's Comments
    2. MOTION to approve payment of the bills and the journal entries of the previous month.
    3. MOTION to approve recruitment of Public Works Operator.
    4. MOTION to approve Administrative Support Coordinator/Clerk Treasurer job description.
    5. MOTION to approve Administrative Support Specialist/Deputy Clerk-Treasurer job description.
    6. MOTION to approve Court & Administrative Services job description.
    7. MOTION to approve Public Works/Utilities Supervisor job description.
    8. MOTION to approve Salary Adjustment and Employment Agreement for Public Works/Utilities Supervisor job
- 8) Unfinished business from previous meetings.
- 9) New Business.
- 10) Report from Village Administrator
  - a. Interim Administrator Report
- 11) Report from Clerk/Treasurer
  - a.
- 12) Trustee Comments.
- 7) Motion to go into closed session per Wis. Stats. §19.85(1)(c) to select final candidates for in person interview for Administrator position. And per §19.85(1)(g) "conferring 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," regarding DMI

- 8) Reconvene to closed session with new call in number.
- 9) Reconvene onto open session with call into # 715-423-6698 5-digit Conference ID: 02067
- 10) Motion to come out of closed session.
- 11) Any action deemed necessary from the closed session.
- 12) Committee meeting calendar.
- 13) Adjournment.