

*Village of Fall Creek*  
*Minutes of Special Village Board*  
*Monday, February 3, 2020*

1. **Call to Order:** 6:30 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Pledge to Flag**
3. **Roll Call:** Members Present: Village President Tim Raap, Trustees Joyce Aldrich, Bob Jenkins, Matt Mattoon, Karen Strasburg, Dane Zook. Members Absent: None. Staff Present: Clerk-Treasurer Renee Roemhild. Also Present: 7 citizens.
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda was posted in the three public places and local newspapers were notified.
5. **Adopt Agenda:**
  - MOTION (Mattoon/Aldrich) to adopt the agenda as printed. PASSED, without negative vote.
6. **Consider Filling Vacancy for Village Board Trustee:** The Board interviewed candidates who expressed interest in the Village Trustee position: Wayne Steinke and Sheena Kaatz.
  - MOTION (Jenkins/Mattoon) to recess at 7:00 p.m. PASSED, without negative vote.
  - MOTION (Jenkins/Mattoon) to reconvene at 7:02 p.m. PASSED, without negative vote.A paper vote was then taken: Aldrich-Steinke, Jenkins-Kaatz, Mattoon-Kaatz, Raap-Kaatz, Strasburg-Kaatz, Zook-abstain. Sheena Kaatz won by majority vote.
7. **Administer Oath of Office to Newly Appointed Board Member:** Clerk-Treasurer Renee Roemhild administered the oath of office to Sheena Kaatz.
8. **Consider Appointments: Village Standing Committees:** President Tim Raap appointed the following: To move Matt Mattoon to the open seat on the Finance & Personnel Committee (from Public Safety), to appoint Sheena Kaatz to the open seats on Public Safety & Public Works/Streets & Sidewalks, and to appoint Karen Strasburg to the open seat on Public Works/Streets & Sidewalks.
  - MOTION (Mattoon/Jenkins) confirming the above appointments. PASSED, without negative vote.
9. **Update on Hiring Process for Public Works Director/Administrator:** Raap reported there are 10 applicants. There will be another Finance & Personnel committee meeting this week to review candidates and narrow them down. He has had correspondence with a Human Resources person from the League of Wisconsin Municipalities who has offered assistance in navigating the hiring process.
10. **Consider DNR Requirement to Provide Information on Lead & Copper Monitoring Sites:** Wisconsin Rural Water Association is going to help prepare the necessary paperwork.
11. **Move to Convene in Closed Session Per Wis. Stat. 19.85(1)(e) 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, Namely, Negotiations re: Economic Development. At the End of the Closed Session, the Board Will be Going into Open Session to Conduct Further Business.:**
  - MOTION (Mattoon/Jenkins) @ 7:12 p.m. PASSED, roll call vote: Kaatz-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes.
12. **Move to Return to Open Session and Action, if Any, on Matters Discussed in Closed Session.:**
  - MOTION (Zook/Mattoon) @ 7:53 p.m. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Kaatz-yes.
13. **Adjourn:**
  - MOTION (Jenkins/Mattoon) @ 7:54 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer