

**Committee of The Whole Meeting
Village of Third Lake Board
March 3, 2025
Minutes**

1. Mayor Buckley called the meeting to order at 7:00 p.m.
2. Roll Call
Present: Hameister, Honegger, Mateja, Novak, Roesler, Van Zeyl
Absent:
Also Present: Ed Semrad, Chris Trendle

3. Approval of Minutes of the Committee Meeting February 3, 2025

Motion by Mateja, seconded by Honegger to approve the Minutes of the Committee Meeting February 3, 2025.

Ayes: All Nays: None

MOTION CARRIED

4. Visitor's Comments
5. Old Business
6. New Business
 - **Resolution R25-03-01 – A resolution authorizing the execution of an agreement with Dam, Snell & Taveirne, Ltd. for auditing services** -Trustees Mateja and Novak asked about the 5% minimum increase, it would usually say 5% maximum. Mayor Buckley will follow up on this.
 - **Resolution R25-03-02 – A resolution authorizing the execution of an agreement with Wisconsin Lake & Pond Resource to provide aquatic plant control and aquatic surveying** - Trustee Roesler asked if the average acreage that we will be treating is similar to what we have done in past years. Mayor Buckley explained that it is. Trustee Roesler also asked if we need to pay for a Fall survey if it will just be re-surveyed the following Spring. Mayor Buckley explained that the Fall survey is important because it shows where the weed growth is during the growing season.
7. Discussion and action on items on Committee Notes of March 3, 2025

LAKES

FINANCE AND POLICY

PLANNING

- Village Seal – Mayor Buckley stated that we are purchasing a new Village Seal embosser and ink stamp. With most documents being electronically signed, the new formats will be helpful. He asked the Board if they thought we should try to design a new seal? The consensus was that the seal is too small to see much of the detail so only the words “Where Life Meets the Lakes” will be added.
- Staff meeting and staffing – Mayor Buckley informed the Board that we had our first all employee staff meeting. It was very helpful to discuss open projects and workload distribution. Trustees Novak and Mateja went over the staffing analysis documents that they have been working on to address the mayor’s request to add more staffing. The chart showing the compilation of average hours worked over the past two years shows that 1.5 FTE is consistent with hours logged. The list with job description tagged to primary and backup and time allotted will be looked at to develop a job description for a Deputy Clerk and determine if there is a need for this position.
- Mayor Buckley reminded the Trustees to complete the Statement of Economic Interest form and be sure it is complete before the May 1st deadline.

ZONING AND ORDINANCES

- Mayor Buckley asked the Trustees if they recommend having the Village Attorney at the Planning and Zoning hearing on March 11th. They all agreed he should be present. Clerk Novak explained that all of the Trustees can be present at the public hearing, but they cannot discuss Village business together.

PUBLIC WORKS

- Lake Ave. electrical bid proposal – Mayor Buckley will meet with someone from IMEG this week to put together the specifications for this bid proposal. Trustee Novak voiced his concern about spending public funds to do improvements on private property. He also voiced the concern over the Village’s liability for this work. Mayor Buckley will discuss these concerns with the Village Attorney.
- Mariner’s Cove resurfacing project bid proposal – Mayor Buckley stated that the bid proposal for this project will go out the week of 3/10/25.
- Grant Ave. drainage bid proposal - Mayor Buckley stated that the bid proposal for this project will go out the week of 3/10/25.

8. Open to Floor

9. Adjournment


Motion by Mateja seconded by Honegger to adjourn the meeting at 7:25 p.m.

Ayes: All

Nays: None

MOTION CARRIED

Approved:


Rodney Buckley, Mayor

ATTEST:


Kelly Novak, Village Clerk