

**VILLAGE OF WYOCENA SPECIAL BOARD MEETING
WYOCENA COMMUNITY CENTER
THURSDAY – FEBRUARY 26, 2026– 6:00 P.M.**

MEETING MINUTES

CALL TO ORDER: By Paul Crary – In the absence of Village Clerk and President Kim Bauer, Paul to chair meeting, Owen to take notes

PLEDGE OF ALLIEGANCE

ROLL CALL – Present: Paul Crary, Doug Rose, Rusty Schiradelly, Owen Landsverk, Kim Bauer (remote via phone). **Absent –** Jeremy Crary, Rebecca Sersch

NEW BUSINESS:

1. DPW Employee Update - Posting for Utility Operator. ***Motion to approve posting as presented by Owen, 2nd by Rusty Motion carried on unanimous voice vote.***
2. Change Administrator/Clerk-Treasurer Position to Clerk/Treasurer - ***Motion to approve posting as presented by Owen, 2nd by Doug - Motion carried on unanimous voice vote.***
3. Update Employee Reporting Structure - ***Motion to approve Personnel Management Structure as presented by Doug, 2nd by Rusty - Motion carried on unanimous voice vote.***
4. Posting for Full time Clerk/Treasurer at \$50-60K salary range (and Part time Clerk/Treasurer (starting at \$21/hr) - ***Motion to approve posting as presented by Doug, 2nd by Owen - Motion carried on unanimous voice vote.***
5. Appoint Dawn Felton as Part-Time, Short-Term Clerk - ***Motion to approve appointment as presented by Owen, 2nd by Doug - Motion carried on unanimous voice vote.***

BOARD COMMENTS: Items for next Board meeting.

1. Review of applicants
2. Clarifications/updates/approval of management structure and employee handbook.
3. Fire Dept Building Project Planning Update

ADJOURNMENT

1. Motion to adjourn by Rusty Shiradelly, 2nd by Owen. ***Motion carried on unanimous voice vote. Meeting adjourned at 6:35.***

NOTICE OF POSTING

The Village Clerk posted the agenda for the February 26, 2026 Special Village Board meeting on the bulletin board at the Wyocena Community Center, Wyocena Post Office, Wyocena Library entrance, and on the village website on Wednesday, February 25, 2026.