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204 First Street  
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Kewaskum, WI 53040  
[www.village.kewaskum.wi.us](http://www.village.kewaskum.wi.us)

**AGENDA FOR ADMINISTRATIVE COMMITTEE MEETING  
OF THE VILLAGE OF KEWASKUM  
MONDAY, NOVEMBER 19, 2018 9:00 A.M.  
IN THE COUNCIL MEETING ROOM  
OF THE MUNICIPAL BUILDING  
204 FIRST STREET**

Administrative Committee Meeting of the Village of Kewaskum

- I. Call to order and roll call
- II. Motion to convene into Closed Session pursuant to Section 19.85 (1) (c) Wis. Stats. considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility as authorized by sec. 19.85 (1)(c) Wis. Stats. Interviews will be conducted for the position of Administrative Assistant. The Closed Session will be attended by the Administrative Committee, Administrator, Clerk, Treasurer and applicants.
- III. Motion to convene into open session pursuant to §19.85(2), Wis. Stats.,
  - A. Discussion and possible recommendation for the position of Administrative Assistant
- IV. Approval of minutes from October 15, 2018 & November 12, 2018 meetings (possible action)
- V. Discussion and possible recommendation on the payment of the bills (possible recommendation)
- VI. Discussion and possible action on review of fees (possible action)
- VII. Discussion and possible action on debt and financial projections (possible action)
- VIII. Adjournment

Tracie Sette  
Village Clerk

Dated and Posted November 15, 2018

**NOTE:** Person with disabilities requiring special accommodations for attendance at the meeting should contact the Municipal Building at (262) 626-8484 at least one (1) day prior to the meeting.

Notice: Members of other governmental bodies of the village may attend the above meeting. Pursuant to State ex.rel., vs. Greendale Village Board, 173 West 20 533,494 NW 2<sup>nd</sup> 408 (1993), such attendance may be considered a meeting of the respective governmental body. This notice is given so that members of other governmental bodies of the village may attend the meeting without violating the open meeting law.

cc: D. Spenner  
R. Knoebel  
J. Hovland  
R. Laubach  
S. Severance  
K. Scheunemann  
J. Wright

Kewaskum Statesman  
West Bend News  
Milwaukee Journal Sentinel  
WBWI/WBKV

M. Heiser  
T. Sette  
-Posting  
S. Passineau  
T. Bishop