

# **\*\*\*FINANCE MINUTES\*\*\***

**August 16, 2011**

**SAUKVILLE MUNICIPAL CENTER  
639 E GREEN BAY AVE  
SAUKVILLE, WI**

Village President Barb Dickmann called the meeting to order at 6:30 p.m.

Village Administrator Dawn Wagner gave the Statement of Public Notice.

Members Present: Barb Dickmann-present, Bob Hamann-absent, David Maglio-present, Jen Schoenfeldt-present, Dan Sauer-present, Mike Krocka-present, and Joe Caban-present.

Others Present: Dawn Wagner, Mary Kay Baumann, Roy Wilhelm, Doug & Kari Atkinson, and Peter & Renee Bares.

## **APPROVE CLAIMS FOR JULY 2011 IN THE AMOUNT OF \$493,928.77**

Krocka/Sauer made a motion to approve claims for July in the amount of \$493,928.77 as presented. Motion carried.

## **BUDGET WATCH**

Wagner reviewed the line items.

Wagner stated that at this time we are trending under budget at 53%.

## **INVESTMENT REPORT**

Wagner reported that interest rates are still low. Wagner also stated that staff is always looking for the best rates for the Village.

## **LICENSE AGREEMENT - 618 SHADY GLEN LANE (ATKINSON)**

Wagner stated that a letter from the Atkinson's, a copy of the agreement, and pictures of the property were included in the packets.

Wagner stated that, as stated in the agreement, if the Atkinson's decide to sell, the agreement becomes void. New owners would have to go through the same process with the Village and provide proof of insurance.

Wagner stated that there were three options: have the plantings removed, do nothing, or enter into an agreement. The agreement was the obvious solution.

Dickmann asked the Atkinson's if they would like to comment.

Mrs. Atkinson stated that they take pride in their property and they were doing the landscaping in line with what the neighbors had planted. They had no intention of infringing on the park.

Wilhelm stated that the Village has no reservations about entering into this agreement. He has heard positive comments regarding the landscaping around the park.

Sauer asked how much of the plantings were actually on park land. Wilhelm stated approximately 5-6 feet. Wilhelm stated that the Atkinson's are aware that there is an easement at the back of the lot.

Dickmann asked the Bares if they had any comment.

Mrs. Bares stated that they never had any issue with the landscaping. Their only issue was with the water backing up.

Wilhelm stated that the Village is working with the Atkinson's to resolve that issue.

**Schoenfeldt/Maglio made a motion** to recommend to the Village Board approval of the License Agreement for 618 Shady Glen Lane (Atkinson) as presented. Motion carried.

#### **COUNTY-VILLAGE GIS MERGER**

Wagner stated that the Village received a letter from the Ozaukee County Land Information Office.

A recommendation has been made to partner with the County and have the County host the GIS program. The Village and the County have contracts with Ruekert & Mielke for the GIS program. The Village would have all information available that we currently have access to. Partnering with the County would give the Village access to more current information and the Village would also realize a cost savings annually. All programs would be password protected.

Wagner stated that the Village data needs to be transferred to the County system and all of that information is expected to be transferred by October 1<sup>st</sup>.

Wagner stated that she doesn't foresee any issues. Wagner also stated that if the merger doesn't go smoothly we can go back to Ruekert & Mielke after a year.

Wagner reported that Ozaukee County is the first County/Municipality GIS partnership in the State. Grafton, Cedarburg, and Port Washington also plan on partnering with the County.

Wagner stated that any request for new applications will be presented to the County first. If they can't do it, it will be directed to Ruekert & Mielke.

**Maglio/Caban made a motion** to approve the County-Village GIS Merger as presented. Motion carried.

#### **VILLAGE BOARD POSITION - VACANCY**

Dickmann stated that Trustee Jen Schoenfeldt will be stepping down from the Village Board effective October 1, 2011.

Dickmann requested discussion on how to proceed with filling the vacancy.

Dickmann stated that her first term as a Village Trustee was by appointment. She was required to submit a cover letter and resume. She was then interviewed for the position. After the interview, discussion was held among the Board members and a decision was then made.

Dickmann asked the current Board members if this process was acceptable or if they had different ideas.

It was determined that applications with a cover letter and resume would be accepted after October 1, 2011 and would be due no later than October 31, 2011. Interviews would be conducted in November with a possible appointment in early December. If someone is appointed they would be instructed that they would have to submit the appropriate documents by January 3, 2012 to be on the ballot for the April 2012 election. The appointment to this Trustee position expires April of 2012.

#### **OTHER MATTERS**

The Mid-Moraine Dinner will be held on Wednesday, August 24, 2011 at the Quilted Bear in Germantown. Please let Mary Kay know if you are interested in attending.

The State of the County address will be held on Wednesday, August 31, 2011. If anyone is interested in attending please contact Dawn Wagner.

Wagner stated that a date needs to be set for the 2012 Budget Tour. After discussion it was determined that it will be held on Monday, October 3, 2011 beginning at 7:30 a.m.

The next Finance/Village Board meetings will be held on Wednesday, September 7, 2011.

Dickmann made everyone aware of the 100<sup>th</sup> Anniversary Celebration for West Bend Housewares being held on Sunday, September 25, 2011 from 11:00 a.m. - 4:00 p.m. at the Washington County Fair Park.

**CONVENE TO CLOSED EXECUTIVE SECTION PURSUANT TO §19.85 (1)(c) PERSONNEL**

Maglio/Caban made a motion to convene to Closed Executive Session pursuant to §19.85 (1)(c) Personnel. Motion carried at 7:17p.m.

**RECONVENE TO OPEN SESSION**

Caban/Krocka made a motion to reconvene to Open Session. Motion carried at 7:56 p.m.

**ACTION ON CLOSED SESSION MATTERS**

None

**ADJOURNMENT**

Schoenfeldt/Caban made a motion to adjourn. Motion carried at 7:58 p.m.

Mary K. Baumann  
Deputy Clerk