

*****FINANCE MINUTES*****

February 26, 2013

**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-present, David Maglio-present, Dan Sauer-present, Mike Krocka-present, Michael Gielow-present, and Joe Caban-present.

Others Present: Dawn Wagner, Mary Kay Baumann, Roy Wilhelm, Shari Kirsch, Atty Gerald Antoine, and Mark Jaeger.

APPROVE CLAIMS FOR JANUARY 2013 IN THE AMOUNT OF \$201,873.63

Hamann had a question regarding the payment to Business Fitness. Baumann explained that Business Fitness is a company that was retained to review all of the Village's AT&T billing. They find hidden charges and have them removed. Their fee is one half of whatever savings is realized in the first year. The Village should see a savings of approximately \$5,000-\$7,000 in 2013 over what was paid in 2012. Also, there is a circuit that the Village has been billed for since the new fire house was built. Statute of limitations only allows them to go back 6 years. They will be pursuing a credit from AT&T for that overcharge.

Krocka/Gielow made a motion to approve claims for January 2013 in the amount of \$201,873.63. Motion carried.

INVESTMENT REPORT

Wagner referenced the report that was submitted by Vicki Lee. Tax collection has been completed.

Wagner stated that Lee continues to look for the best rates.

AMBULANCE RATES

Krocka gave an explanation of the rates and the reason for the increase. He also stated that the Village is trying to stay in line with Port Washington's rates because of the amount of mutual aid involved.

Kirsch noted that Port Washington's rates are slightly higher because they are a paramedic service.

Wagner reported that the fees were reviewed and recommended from the Public Safety Committee.

Krocka/Maglio made a motion to recommend to the Village Board approval of the ambulance rates as presented. Motion carried.

CONVENE TO CLOSED EXECUTIVE SESSION PURSUANT TO §19.85(1)(c), PERSONNEL AND (g) CONFERRING WITH LEGAL COUNSEL REGARDING POSSIBLE LITIGATION

Krocka/Gielow moved to convene to Closed Executive Session pursuant to Section 19.85(1)(c), Personnel and (g) Conferring with Legal Counsel Regarding Possible Litigation. Motion carried at 6:37 p.m.

RECONVENE TO OPEN SESSION

Gielow/Caban moved to reconvene to Open Session. Motion carried at 8:25 p.m.

ACTION ON CLOSED SESSION MATTERS

Caban/Krocka made a motion to authorize the Village Attorney to contact the Town of Port Washington Attorney with regard to STH 33. Motion carried.

PERSONNEL MANUAL - SECTION 1, 3-5, 9 AND 12-14

Sauer/Gielow made a motion to recommend to the Village Board approval of the updates to Sections 1, 3-5, 9 and 12-14 of the Personnel Manual as presented. Motion carried.

ORDINANCE #738 - AMENDING §35-13 (c)(1) - DUTIES & RESPONSIBILITIES

Dickmann stated that this amendment includes updates to wording as it relates to duties and responsibilities of the Village Administrator. This update was reviewed by Atty Kyle Gulya of Von Briesen & Roper.

Krocka/Gielow made a motion to recommend to the Village Board approval of Ordinance #738 - Amending §35-13 (c)(1) - Duties and Responsibilities as presented. Motion carried.

BUSINESS DEVELOPMENT LOAN PROGRAM

Wagner stated that Marilyn Haroldson has been working with Port Washington State Bank to initiate this program. This program is being developed to stimulate economic development for new and existing businesses. These loans would be available for businesses in the Foster Commons area and the Downtown Redevelopment.

Wagner provided the parameters for the program including a minimum loan amount of \$5,000 and maximum of \$50,000.

Wagner stated that tax payer dollars are not being used to fund this program.

Dickmann noted that she and Wagner reviewed the proposed program.

Sauer/Caban made a motion to recommend to the Village Board approval of the Business Development Loan Program as presented. Motion carried.

OTHER MATTERS

Wagner stated that the next Finance and Village Board meetings would be held on Tuesday, March 19th. At that time she and Caban will report on the work they have been doing with Digicorp as it relates to the Village IT planning.

ADJOURNMENT

Krocka/Gielow made a motion to adjourn to Tuesday, March 19, 2013. Motion carried at 8:32 p.m.

Mary K. Baumann
Deputy Clerk