

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

**August 19, 2014**

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

Village President Barb Dickmann called the meeting to order at 7:00 p.m.

Village Administrator Dawn Wagner gave the Statement of Public Notice.

Members Present: Barb Dickmann-present, David Maglio-present, Dan Sauer-present, Mike Krocka-present, Michael Gielow-present, Joe Caban-absent, and Scott Fischer-present.

Others Present: Dawn Wagner, Mary Kay Baumann, Ray deBruijn, Chief Goetz, and Vicki Lee.

**APPROVE CLAIMS FOR JULY 2014 IN THE AMOUNT OF \$177,012.60**

Sauer/Krocka made a motion to approve the claims for July 2014 in the amount of \$177,012.60 as presented. Motion carried.

**BUDGET WATCH**

Wagner stated that a few line items were over 100% but overall the budget is in line.

Lee stated that we are currently at 54% and average is 58%.

**INVESTMENT REPORT**

Lee reported that there weren't many changes.

Lee reported that it was a good month with utility payments coming in.

**POST-ISSUANCE COMPLIANCE POLICY FOR TAX-EXEMPT & TAX-ADVANTAGED OBLIGATIONS**

Krocka/Maglio made a motion to recommend to the Village Board approval of the Post-Issuance Compliance Policy for Tax-Exempt & Tax Advantaged Obligations as presented. Motion carried.

**RES. #1191 - SALVAGE VEHICLE INSPECTION PROCESSING FEES**

Chief Goetz stated that retired Officer Barry Effinger is returning to the department to assist with vehicle inspections. This will allow Officer Holeva to return to patrolling.

Effinger has asked if an administrative fee could be charged.

Goetz stated that inspections completed between 9:00 a.m. - 1:00 p.m. Tuesday/Wednesday/Thursday would be charged a separate \$5 administrative fee. Inspections completed on site outside of those hours would be charged a separate \$10 per vehicle administrative fee. Offsite inspections would be charged a separate \$25 administrative fee per vehicle.

Goetz stated that the department will not travel to dealerships for less than five (5) vehicles.

Goetz stated that, due to a shortage of drivers, dealerships will have no problem paying the additional administrative fee.

Goetz reported that pamphlets are being made and will be distributed to dealers. The intent is that this program will generate enough business to offset Effinger's salary.

Krocka/Gielow made a motion to recommend to the Village Board approval of Res. #1191 - Salvage Vehicle Inspection Processing Fees. Motion carried.

**CONVENE TO CLOSED EXECUTIVE SESSION PURSUANT TO §19.85 (1)(c), (e), and (f) TO DISCUSS THE RESTRUCTURING PLAN IMPACT ON SPECIFIC EMPLOYEES AS WELL AS THE EMPLOYMENT, PERFORMANCE, AND COMPENSATION OF SPECIFIC EMPLOYEES AND CHANGES TO COMPENSATION**

Krocka/Maglio made a motion to Convene to Closed Executive Session Pursuant To §19.85 (1)(c) (e), and (f) To Discuss the Restructuring Plan Impact on Specific Employees as well as the Employment, Performance, and Compensation of Specific Employees and Changes to Compensation. Roll Call Vote was taken with all in favor. Motion carried at 7:11 p.m.

**RECONVENE TO OPEN SESSION**

Krocka/Gielow made a motion to reconvene to Open Session. Motion carried at 7:42 p.m.

**TO DISCUSS AND TAKE ACTION ON THE RESTRUCTURING OF PERSONNEL IN THE DEPARTMENT OF PUBLIC WORKS AND UTILITY**

Dickmann stated that this restructuring would be effective August 25, 2014. Dickmann stated that the Village Administrator would be authorized to make necessary compensation adjustments associated with the restructuring.

Krocka/Gielow made a motion to recommend to the Village Board approval of the Restructuring of Personnel in the Department of Public Works and Utility as presented and authorize the Village Administrator to make necessary compensation adjustments. Motion carried.

**ORD. #750 - AMENDING THE CODE OF ORDINANCES TO CHANGE REFERENCES TO SUPERINTENDENT OF PUBLIC WORKS, DIRECTOR OF PUBLIC WORKS, AND VILLAGE ENGINEER**

Wagner stated that this ordinance is an amendment to include reference to Wastewater Utility Superintendent, Water Utility Superintendent and change all reference of Superintendent of Public Works to Public Works Superintendent. All references to Village Engineer and Director of Public Works have also been amended or removed.

Wagner stated that the Plan Commission has also been amended to include the appointment of two (2) trustees.

Krocka/Gielow made a motion to recommend to the Village Board approval of Ord. #750 - Amending the Code of Ordinances to Change References to Superintendent of Public Works, Director of Public Works, and Village Engineer. This amendment includes appointment of two (2) trustees and the removal of the Village Engineer to the Plan Commission. Motion carried.

**PERSONNEL MANUAL UPDATE - MODIFYING SECTION 7.06, 9.02 AND 13.12 AND CREATING SECTION 3.09E, 3.09H, AND 3.09I**

Wagner stated that this update will remove all references to Engineer and Director of Public Works. The update will include new position descriptions.

Wagner stated that reference to Utility Superintendent will also be removed from Section 9.01. The new positions of Wastewater Utility Superintendent and Water Utility Superintendent will be added.

Krocka/Maglio made a motion to recommend to the Village Board approval of the Personnel Manual Update - Modifying Section 7.06, 9.02 and 13.12 and Creating Section 3.09E, 3.09H, and 3.09I as presented. Motion carried.

**OTHER MATTERS**

Wagner stated that Ray deBruijn will be attending the LONG Program.

Wagner stated that the first site meeting was held for the Linden St. & Linden Ct. project. The project will be starting this Thursday, August 21<sup>st</sup>.

Informational e-mails regarding the streets projects are being received. deBruijn stated that if you need to contact the contractor do not leave voicemails. If you cannot contact the contractor let deBruijn know and he will drive to the site if need be.

Wagner reported that Ozaukee Economic Development will be holding its annual "Business of the Year" Breakfast on September 24<sup>th</sup>. If anyone is interested please inform her.

Wagner stated that she has been appointed Treasurer for Ozaukee Economic Development.

Wagner stated that the last Live @ the Triangle Concert will be held tomorrow, August 20<sup>th</sup>. Messina's will be providing appetizers after the concert. All are encouraged to attend.

Wagner reported that there will be a "Town Hall" meeting at the Ozaukee Humane Society regarding "Saving the YMCA" on Tuesday, August 26<sup>th</sup>.

The Mid-Moraine dinner will be held Wednesday, August 27<sup>th</sup> in Jackson. If you are interested in attending please inform Michelle Jaeger.

The September Finance and Village Board meetings will be held on Tuesday, September 9<sup>th</sup> and Tuesday, September 23<sup>rd</sup>.

**ADJOURNMENT**

Sauer/Gielow made a motion to adjourn to September 9<sup>th</sup>. Motion carried at 7:52 p.m.

Mary K. Baumann  
Deputy Clerk