

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

February 3, 2014

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

Village President Barb Dickmann called the meeting to order at 7:15 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, Gerald Antoine, and Mark Jaeger.

CONVENE TO CLOSED EXECUTIVE SESSION PURSUANT TO §19.85 (1) (c) WIS STATS - PERSONNEL AND (g) CONFERRING WITH LEGAL COUNSEL WITH RESPECT TO POTENTIAL LITIGATION

Krocka/Gielow made a motion to convene to Closed Executive Session pursuant to §19.85 (1) (c) Wis Stats - Personnel and (g) Conferring with Legal Counsel with Respect to Potential Litigation. Roll call vote was taken with all in favor. Motion carried at 7:16 p.m.

RECONVENE TO OPEN SESSION

Krocka/Caban made a motion to reconvene to Open Session. Motion carried at 7:43 p.m.

ACTION ON CLOSED SESSION MATTERS

No action taken.

RES. #1183 - 2013 CARRYOVER FUNDS AND NON-LAPSING RESERVE FUNDS

Wagner stated that the final audit for 2013 will take place in February.

Wagner reported that a review of Reserve and Contingency Funds was completed.

Capital requests that were made during the budget process and not able to be funded included pagers for the Fire Dept., vests and helmets for the Police Dept., painting of the garage doors at the Public Works garage, and technology needs for Village Hall and the Police Dept.

Wagner stated that the balance on the DPW Reserve Fund presented high as the purchase of the \$31,250 tractor had not been subtracted.

After discussion it was determined that the Capital Request items listed above would be able to be funded as well as funding a separate Technology Fund for the Police Dept.

Krocka/Sauer made a motion to recommend to the Village Board approval of Res. #1183 - 2013 Carryover Funds and Non-Lapsing Reserve Funds as presented. Motion carried.

RES. #1184 - DESIGNATION OF A PORTION OF UNDESIGNATED GENERAL FUND BALANCE

Wagner stated that she had a conversation with Dave Maccoux of Schenck. He stated that the Village is looking good and if we apply the \$30,500 for the equipment purchase in 2015 we would still be within the required Fund Balance range. The funds would be placed in the Ambulance Reserve Fund.

Krocka/Gielow made a motion to recommend to the Village Board approval of Res. #1184 - Designation of a Portion of Undesignated General Fund Balance with \$30,500 put into the Ambulance Reserve Fund for equipment in 2015. Motion carried.

PERSONNEL MANUAL AMENDING SECTION 1.11 & 13.03(4), 13.11 AND CREATING SECTION 8.16 - EMPLOYEE ASSISTANCE PROGRAM

Dickmann stated that this is a new benefit to all employees and it would include amending other sections to encompass the benefit.

Maglio/Caban made a motion to recommend to the Village Board approval of the Personnel Manual amending Section 1.11 & 13.03(4), 13.11 and Creating Section 8.16 - Employee Assistance Program. Motion carried.

OTHER MATTERS

Wagner stated that she, Barb Dickmann, Roy Wilhelm, and Ray Hartmann met with Representative Duey Stroebel and a gentleman from the DNR regarding the phosphorus issue.

Wagner stated that attempts are being made to try and mitigate the costs to comply with State and EPA regulations.

Dickmann stated that Ray Hartmann was very well prepared for the meeting and did an excellent job.

Wagner reminded everyone of the Recognition Dinner on February 21st.

Dickmann stated that she received an invitation to a retirement celebration for Dan Thompson, Executive Director of the League of WI Municipalities. The event is in Madison on March 13th and she and Dawn Wagner will be attending. If anyone else is interested in attending contact Dawn Wagner.

ADJOURNMENT

Krocka/Gielow made a motion to adjourn. Motion carried at 7:53 p.m.

Mary K. Baumann
Deputy Clerk