

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

May 2, 2023

SAUKVILLE POLICE DEPARTMENT AND VIA ZOOM 649 E. GREEN BAY AVE., SAUKVILLE, WI 53080

Village President Andy Hebein called the meeting to order at 6:15 p.m.

Julie Friede gave the Statement of Public Notice.

Members: Andy Hebein-present, Scott Fischer-present, Trevor Seitz-present, William Rudolph-present, Jim Nowlen-present and Jesse Duckart-present

Others Present: Dawn Wagner and Julie Friede

Approve Claims for April 2023 in the Amount of \$1,319,235.01.

Nowlen/Rudolph made a motion to Approve Claims for April 2023 in the Amount of \$1,319,235.01. Motion Carried.

Investment Report

Wagner stated the Investment Report provided is for April 2023.

Seitz inquired if there has been any interest in the Finance Director/Treasurer position.

Wagner stated the current deadline is May 3, 2023.

Wagner stated she hopes there will be some candidates for the Finance Director/Treasurer position and would be following up with GovHR USA after May 3, 2023.

Wagner stated she has also done some personal outreach regarding the Finance Director/Treasurer position. Wagner is looking for a strong candidate to move the Village of Saukville financial system forward.

Fischer inquired about the percentage of Fund Balance being listed on the Investment Report.

Wagner stated the Village is at 42%, and will remain at the same percentage throughout the year. The Fund Balance would only change if the Village Board authorizes the use of the Fund Balance for a special project/purpose.

Wagner added, the State Legislator is discussing a bill that would increase the amount of Shared Revenue municipalities receive and establishes Innovation Funding that would encourage shared services/consolidation. If approved, in 2024, at a minimum this could provide the Village with an 10% increase in Shared Revenue.

Discussion and Possible Recommendation Regarding Appointment Process for Vacant Village Trustee Position

Hebein asked to continue the discussion regarding the Vacant Village Trustee Position.

Hebein recommended to revisit the same process that was utilized in 2021 when a vacancy occurred. The process included: Advertisement of the vacant position, interested residents submit a letter of interested & resume, and an interview by the Village Board.

Wagner stated the Committee should come to an agreement on the process of filling the Vacant Trustee position. A vacancy in any elective village office may be filled by appointment by a majority of the members of the Village Board.

She noted that statutes do not set forth any particular procedure for filling a vacancy on the Village Board so the Board may determine its own procedure for nominating candidates and selecting a person to fill the vacancy.

Wagner referred back to the minutes for 2021 to advised to Committee of the process the Board previously agreed upon to fill the Vacant Trustee position.

Wagner noted that there is no time frame to fill the vacant position, she included it would be better to fill the position sooner verses later to eliminate the possibility of a stalemate vote on important/time sensitive issues.

Nowlen stated he would like to continue with the process that was developed in 2021. There was good number of applicates and gave the Village Board a good choice.

Wagner stated if the decision was to advertise the Trustee position, advertisement would be place in the Saukville Newsletter, Facebook Page and in the Ozaukee Press. The Village could request all interested individuals to submit a letter of interest and resume by a specific date. Interviews and decision could be completed within the week after the deadline.

Wagner addressed the interest of Pamela Duckart. The question of Jesse Duckart participating in discussions/decision about is wife possible appointment was reviewed by the Village Attorney. It was determined that Jesse Duckart would not be able to participate in the discussion regarding his wife. This would be a conflict of interest for a Trustee to discuss and/or vote on his/her spouse or immediate family member. It would be a violation per WI State Statute 19.59.

Seitz questioned if this just pertains to the Village Trustee position or if it included committee appointments.

Wagner responded by stating, there is not a law stating a husband and wife can not serve on the same Village Board. If Pamela Duckart would have turned in the required paperwork to run for Village Trustee by the deadline, she would have been on the ballot during the April Election.

Seitz stated P. Duckart was a write-in.

Wagner asked Friede to respond to Seitz comment.

Friede responded stating that being a registered write-in, only gives the poll workers the permission to release the registered name if a voter asks during the election due to the open seat. This information would not be advertised or posted at the polling location.

Seitz referred to the vacant seat in 2021 and how the vacancy came about as well as how it was handled.

Nowlen stated regardless of the situation of the vacancy, the Village had a vacancy in 2021 and we currently have one now. Nowlen stated in 2021 the Village Board used an effective process and the same processed should be repeated.

Fischer stated there were complaints regarding this interview process.

Wagner stated that no complaints or feedback were ever noted.

Hebein stated the 2021 interview process and questions were collectively decided by the Village Board.

Fischer questioned when Hebein turned in the paperwork for the Trustee Position as a write-in candidate.

Hebein responded by stating he was not a registered write-in, thus no papers were turned in.

Friede confirmed Hebein was not a registered write-in and the only registered write-in was Pamela Duckart.

J. Duckart questioned if you have to turn in the paperwork to become a write-in candidate.

Friede stated No.

Friede repeated the benefits for being a registered write-in and stated if P. Duckart would have received the most write-ins, she would have been offered the position of Village Trustee.

Nowlen confirmed the process of Election Day and how the information was provided to the poll workers.

Fischer stated he feels P. Duckart should be given the position as Village Trustee because she has shown interest in the past and she filed the paperwork to be a registered write-in. If she would have filed the paperwork and received the required signatures to be on the ballot, she would be sitting on the Village Board.

Wagner stated then P. Duckart would have been elected by the citizen of Saukville and not appointed to the position of Village Trustee. The concern of public perception of having a husband & wife on the Board would be deflected because the community voted for P. Duckart. She noted, one concern could be a husband and wife voting block on municipal projects/issues.

Rudolph stated he was not comfortable appointing someone into the Village Trustee position. He would rather go through the interview process.

Wagner stated why doesn't the Village Board open the process up for a short period of time to see if there is any public interest out there and P. Duckart would be encourage to apply. This would address any public perception concerns.

Seitz questioned if they voted to fill the Vacant Trustee position by conducting interviews, would J. Duckart be able to participated in the interview process.

Wagner noted that it would be a conflict of interest for a Trustee to discuss and/or vote on a position regarding his or her spouse (or any immediate family). It would be in violation of WSS 19.59.

Wagner explained J. Duckart would not be able to be a part of the discussion or the vote on his spouses' interview, but he could be apart of the interview process for the other candidates. However, J. Duckart could potentially use his participation in the discussion as an opportunity to criticize the other applications.

Hebein provided the Committee with 2 options.

Nowlen/Rudolph made a motion to use the interview process to fill the Vacant Trustee Position. 3 aye-Nowlen, Rudolph and Hebein and 3 nays-Fischer, Seitz and Duckart. Motion Failed.

Fischer/Seitz made a motion to appoint the Pamela Duckart to fill the Vacant Trustee Position. 2 aye-Fischer and Seitz and 2 nays-Nowlen and Hebein. Rudolph abstained, Duckart recused. Motion Failed.

No Action was taken Regarding Appointment Process for Vacant Village Trustee Position.

OTHER MATTERS

Nowlen addressed the Committee to discuss the concerns with the Committee appointments from the April 18, 2023 meeting.

Seitz stated his concern is that the Committees are approved as a joint decision, he would like each individual committee to go through the approval process.

Wagner stated it is up to the Board to determine how they want to review/approve the committees. She would make a note for 2024.

ADJOURNMENT

Hebein/Nowlen made a motion to adjourn. Motion carried at 6:48 p.m.

Julie Friede
Village Clerk