

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

October 8, 2019

**MUNICIPAL CENTER
SAUKVILLE, WISCONSIN**

Village President, Barb Dickmann called the meeting to order at 5:30 p.m.

Village Administrator, Dawn Wagner gave the Statement of Public Notice.

Members: Barb Dickmann-present, Scott Fischer-present, Andy Hebein-present, Dave Maglio-present, Trevor Seitz-present, Jim Nowlen-present, and Richard Belling-present.

Others Present: Dawn Wagner, Dan Benson-Ozaukee Press, and Vicki Lee

CONVENE TO CLOSED EXECUTIVE SESSION PURSUANT TO §19.85(1)(E), WIS. STATS., FOR PURPOSES OF DELIBERATING OR NEGOTIATING THE PURCHASE OF PUBLIC PROPERTIES OR CONDUCTING OTHER SPECIFIED PUBLIC BUSINESS, WHERE COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION, TO-WIT: TO DISCUSS THE STATUS OF, APPROACHES TO, DEVISE NEGOTIATING STRATEGIES FOR, AND DISCUSS TERMS AND CONDITIONS OF, TRANSFERRING SANITARY SEWER SERVICE AREA FROM THE VILLAGE TO THE CITY OF PORT WASHINGTON

Nowlen/Maglio made a motion to go into Closed Executive Session at 5:30 p.m. pursuant to §19.85(1)(e), wis. stats., for purposes of deliberating or negotiating the purchase of public properties or conducting other specified public business, where competitive or bargaining reasons require a closed session, to-wit: to discuss the status of, approaches to, devise negotiating strategies for, and discuss terms and conditions of, transferring sanitary sewer service area from the village to the City of Port Washington. Roll call taken with all in favor.

RECONVENE TO OPEN SESSION TO TAKE ACTION RELATING TO CLOSED SESSION DELIBERATIONS, IF ANY

Belling/Maglio made a motion to reconvene to open session at 5:48 p.m. to take action relating to closed session deliberations, if any.

No action taken.

VISION-MISSION-STRATEGIC PRIORITIES

The Vision-Mission-Strategic Priorities were reviewed. This document was thoroughly discussed last year at this time.

Nowlen/Belling made a motion to recommend to the Village Board approval of the Vision-Mission-Strategic Priorities Statement as presented. Motion carried.

BOARD/STAFF CODE OF CONDUCT

President Dickmann had seen the Board/Staff Code of Conduct presented at a conference by the City of Appleton. The Trustees said this should be the general expectation, it is the golden rule to follow. Trustee Seitz said to take out the words "Remember we are" in the sentence that says "Remember we are elected/appointed": the wording is not needed. Maglio questioned how the code of conduct reads in the Employee Personnel Manual. Administrator Wagner said it was similar, will compare the two documents when other changes are needed to be made to the Personnel Manual. The consensus was to leave the rest of the document as is.

Hebein/Nowlen made a motion to recommend to the Village Board approval of the Board/Staff Code of conduct with the proposed change. Motion carried.

2020 BUDGET DISCUSSION

Wagner gave an overview of the 2020 proposed Revenue, Operating, and Capital Budgets with department requests included.

Several items were suggested to be removed from the Capital Budget and financed through other funding sources such as Equipment Replacement Funds and Expenditure Restraint Funds. The overall increase of the General Fund is presently at 1.73% increase and Capital is at -.18% decrease. Operating and Capital combined is a 1.63% increase. The proposed budget presented meets the Levy Limit requirement and Expenditure Restraint. Greg Johnson, Ehlers, reviewed the proposed budget and said it meets all requirements.

Wagner reviewed some of the Capital Items and explained the changes from the Budget Tour. Trustee Seitz asked if we could use fund balance to bring down the tax increase. Wagner explained that there already is \$90,000 in the Revenue Budget to keep the tax rate increase down. There was also a levy limit, levy capacity and fund balance discussion. Some of the information provided was based on estimates from the State of Wisconsin and from Accurate Appraisal. There will be another Budget Meeting on October 28th at 5:30 p.m. after final numbers from the State are received.

The 2019 Budget Hearing was set for Monday, November 19th at 7:45 pm.

OTHER MATTERS

On Monday, October 21st the Annual Character Counts! Celebration will be held at the Niederkorn Library. Retired Fire Chief Gilly Schultz will be receiving an award, along with retired Captain Keller from Port Washington and Cultivate Mental Health.

Trustee Seitz also questioned the Budget documents listing accomplishments and objectives. He felt the accomplishments should be above and beyond normal job duties and be more specific. Next year when the Budget Memo goes to department heads that will be stressed.

Trustee Nowlen questioned Performance Reviews of employees. He would like that as an item for future closed session.

ADJOURNMENT

Maglio/Fischer made a motion to adjourn. Motion carried at 6:40 p.m.

Dawn M. Wagner
Village Administrator