

Village Of Brooklyn

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Finance Committee Minutes September 8th 2011

The Finance Committee meeting was called to order at 6:45pm. Committee members in attendance were Dean Van Den Eng, Nadine Walsten and Dorothy Frandy. Also in attendance was Clerk/Treasurer Carol Strause.

Motion: Van Den Eng/Frandy to approve minutes of 08/03/2011. Motion carried unanimously.

Motion: Van Den Eng/Frandy to approve Clerk to attend Ehlers Financial Levy Limit Workshop Thursday, September 15 at Fitchburg Public Library from 1:30-3:30. Motion carried unanimously.

Motion: Walsten/Frandy to approve Clerk and Deputy Clerk to attend election training on Sept 19th in Town of Middleton - office would be closed from 8:15 to 1 pm. Motion carried unanimously.

The committee discussed compensation for the Emergency Management Director position that was created this year. Any expense would need to be added into the 2012 budget. The position is important, but the consensus was that more detailed information should be obtained before making a recommendation. **Motion:** Van Den Eng/Frandy to refer the matter to the Personnel committee for review and a recommendation.

The committee discussed the newly required employee contributions to the Wisconsin Retirement System. Clerk Strause stated that employee contributions have started.

There were no new updates to discuss regarding the 2007 BAN. The committee is awaiting all projects to be decided before refinancing the loan.

Discussion regarding the annual contribution to the Oregon Senior Center was delayed as there have been no new developments. Walsten stated that she will be attending a meeting in Oregon to get more details about the Senior Center.

A proposed lease for space at Union Bank & Trust was reviewed. Concerns were raised regarding several provisions in the proposed lease. President Walsten and Clerk Strause will meet with Union Bank & Trust to clarify and seek

modifications. The possibility of leasing space for the Municipal Court Clerk at Brooklyn Community Bank was also discussed.

A proposal by the Heart of Brooklyn to rent space at the Community building for their after school program was discussed. Clerk Strause stated that there would be almost no conflicts with other groups that have traditionally rented the gym. One concern that was raised was related to the amount of noise that such a large group would make and whether it would interfere with the Clerk's office or Police department. Clerk Strause indicated that she did not think it would interfere with the Clerk's office; President Walsten will consult with the Police Chief to get his feedback. Another concern that was debated was the wear and tear on the gym floor and who would keep the gym clean. It was assumed that this will involve additional hours from the Public Works department to keep the gym floor in good shape and that the amount of rent should reflect the additional hours needed by the Public Works department to do so. This matter will be taken up at the next Board meeting.

Budget worksheets were reviewed.

Financial balance sheets were reviewed.

Engineering and attorney fees were reviewed.

Payroll overtime and comp time was reviewed.

The monthly invoice worksheet was reviewed.

Monthly bills were reviewed and will be presented to the Board at the September 12th meeting.

Motion: Van Den Eng/Frandy to adjourn at 8:43pm. Motion carried unanimously.