

# Village of Brooklyn

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## Finance Committee Minutes June 4<sup>th</sup> 2014

The Finance Committee meeting was called to order at 5:01 P.M. by McNaughton. Committee members in attendance were John McNaughton, Pat Hawkey and Nadine Walsten. Deputy Clerk Brewer was present.

**Motion** Hawkey second McNaughton to approve the committee minutes of 05/07/2014. Approved unanimously.

Elect committee chair

**Motion** Walsten second Hawkey to elect McNaughton as committee chair. Approved unanimously.

Clerk/Treasurer report

Report on May 19-22<sup>nd</sup> IIMC Conference in Milwaukee – Deputy Clerk Brewer reported the conference was extremely informative with specifics on technical issues including records management that focused on going paperless. Overall, the conference was very informative and worth-while.

Hawkey inquired if such conferences involved any additional pay and if it was overtime or comp time. Brewer responded only travel time was additional and the time could be paid out or added to comp time.

CIP review

CIP forms were missing from board members McNaughton and Klahn. Walsten to check with Clerk Strause on the whereabouts of McCallum's form. Brewer or Hawkey will consolidate into a spreadsheet as information for the board.

Presentation by Chief Barger on new vest for Wade and records management system

New vest - Chief Barger explained the "shelf life" of a bullet proof vest was about 5 years and that he budgeted \$500 for the vest based on an anticipated \$500 federal grant. This grant did not materialize so the cost is now \$941.99. The additional funds will be covered under the PD clothing budget. The vest has been purchased and covered under the existing budget.

Records Management System – The Village Police Department has used the New World/LERMS system since the 1990's and it has become very cumbersome and inefficient.

Support is also lacking. Current cost is \$3,161.99 annually. Chief Barger is proposing to terminate the New World contract (requires a 6 months' notice) and switch the system to a 10 year contract with CORE Technology at \$3,000 annually which is very suitable and cost beneficial for smaller municipalities. Larger municipalities can pay up to \$350,000 annually for RMS systems. CORE would actually save over \$1,000 over 10 years. A list of 19 items was presented to the committee highlighting the benefits of the switch.

Hawkey was concerned about the 10 year term, which is \$30,000 fee spread out over 10 years, and whether sufficient support would be available. She also wanted to know if training was included – Barger responded it was.

Walsten wondered about an escape clause and that would be left to be seen in the actual contract.

The system is in wide use in Michigan. Cross Plains PD has switched to CORE and per Chief Barger like it much better. Mt Horeb is also using it and Belleville is considering the switch.

Barger needs approval to provide notice to New World soon regarding cancelling the service with the understanding that switching to CORE would be budgeted for 2015. Chief Barger is to provide additional references for other communities using CORE before the budget meetings.

**Motion** Hawkey second McNaughton to recommend the board approve the 6 month cancellation notice (per existing contract) to New World by Chief Barger. Carried unanimously.

Discuss and consider payment of Trustee McCullum's' attorney fees regarding the removal complaint. The amount is \$2,260.00. This was the first time the chair had seen the request and list of reasons why it should be paid. Walsten commented that McCallum did not have to retain an attorney and did so by choice. In addition the law is clear that McCallum did not even have to file a response.

Chair McNaughton stated that he did not see how this committee could make a recommendation either way without further study and review due to the short notice.

**Motion** Hawkey second Walsten to move the item to the 06/09/2014 board meeting. Carried unanimously.

Monthly financial balance sheets and collateralization were reviewed. The Village is fully collateralized.

Summary of attorney and engineering fees was reviewed.

- It was noted that there has been no billing from Strand since March 2014 and that they bill 30 days behind so something may be pending.

The monthly payroll overtime worksheet was reviewed.

The monthly invoice worksheet was reviewed.

Monthly bills were reviewed and will be presented to the Board at the June 9<sup>th</sup>, 2014 meeting.

**Motion:** Hawkey second Walsten to adjourn (time was not noted). Motion carried unanimously.