

Finance Committee Minutes

Village Hall

December 9th, 2015

Members present: Pat Hawkey and Committee Chair Russell Cazier. Members absent Todd Klahn. Also present Village Clerk Carol Strause.

Meeting was called to order at 5:50 PM.

- A motion was made by P. Hawkey and seconded by R. Cazier to have October Finance Meeting minutes sent to the board for approval. Motion Carried.
- There was no update at this time by Chair Cazier on the e-mail archiving system but that the costs should remain within the costs established. Clerk Strause stated that she would obtain a quote from the Village of Oregon's company which she believes is Computer Magic to bring to the finance committee in January 2016. Straus stated that Oregon's costs for computer work was significantly less than Brooklyn's has been.
- A wage increase for Deputy Clerk Kuhlman effective January 1st, 2016 was recommended by Clerk Strause because Deputy Clerk Kuhlman has been doing an amazing job. Clerk Strause stated that the former Deputy Clerk's amount of wages were left into the budget so there would be funds available for the wage increase. A motion was made by P. Hawkey to recommend the increase at the Monday December 14th, 2015 Board Meeting and this was seconded by R. Cazier. Motion Carried.
- Clerk Strause informed the committee on the MPIC Property Insurance. The Village would need to withdraw from the state fund because of increased costs. Clerk Strause is going to be looking into quotes on the insurance and would provide further detail later.
- Clerk Strause the provided the committee a historical review on the 2002 Water Revenue Bond and on the refinanced bond in 2012. The balance of the current note is \$462,324. The impact fee is \$103,412 and another \$143,519 in water undesignated making a total of \$246,931. The village is making 1.14% interest on the \$246,931 while the bond is being paid on at .95%. Clerk Strause recommended that it would be better to maintain the bond because of the interest that the village was earning on the other funds. Clerk Strause will provide this information to the board.
- Brooklyn Fire/EMS District Contract was discussed. A survey of other municipality's budgets were looked at. Other municipality's costs were lower than that of the Brooklyn Fire/EMS district. R. Cazier requested that an agenda be posted so that he may be able to attend the next Fire/EMS district meeting so that he may be able to gain additional information.
- The Code of Ordinance – Municipal Code – Omissions were discussed. Clerk Strause stated that the company that printed the Village's code book was contacted because

there were many codes that were not in the book. The company is now going to be reprinting the code book for the board.

- A discussion was made about Clerk Strause's vacation being carried over to 2016. Strause stated that she currently has 53.75 hours. P. Hawkey made a motion to send this issue to the Village Board and R.Cazier seconded. Motion Carried.
- P. Hawkey made a motion to request from the board that a token of appreciation of \$25 to Angelo's be provided to Mike and Mary who were on the Deputy Clerk – Treasurer Interview Panel. The motion was seconded by R. Cazier and the motion was carried.
- The monthly financial balance sheets, the 2015 Budget review, summary of attorney and engineering fees, payroll overtime, and invoice worksheets were reviewed. The monthly bills will be presented to the Board at the October 12th, 2015 board meeting.

A motion was then made by P. Hawkey to adjourn and was seconded by Chair R. Cazier. Motion to adjourn was carried.