

Finance Committee Minutes

Village Hall

February 3rd, 2016

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

Meeting was called to order at 6:30 PM.

- A motion was made by P. Hawkey and seconded by Chair R. Cazier to move approval of committee minutes of January 6th, 2016. Motion was carried.
- An update on the e-mail archiving system was presented by Chair Cazier. Cazier stated that Greg from Computer Magic had quoted \$6.00 per email per month would be the charge on switching to Office 365 Exchange Online with Microsoft but he would not provide a final quote for the archiving system. Greg stated that he would provide a full quote if the Village was willing to start a contract with him to handle all of the Villages IT needs. P. Hawkey made a motion to move it to the Village Board for a possible approval of Kirk Guest's quote on the email archiving. R.Cazier seconded and will provide further information at the village board meeting. Motion Carried.
- A discussion on the revised Fire/EMS District Contract was discussed. The feeling of both P.Hawkey and R.Cazier was that requested changes were not really being considered. R.Cazier stated that the Town of Brooklyn felt that there should be weighted voting on the district board but believed that this would not be approved in the new contract when he has attended the district board meetings. Discussions were made as to whether or not the contract was still valid and R.Cazier and P.Hawkey both stated that the Village's attorney and the Fire/EMS District's attorney stated the same opinion. It was decided that the Finance Committee as well as the Village Board would continue to look at resolving this issue and may look at all possible options that are available for the village. P.Hawkey made a motion to send to the Village board the recommendation that the Fire department will be paid at the rate of the old contract (last year's rate) and that the EMS service would be paid at \$15.00 per capita while the issues with the contract are determined. These payments would be made in the same timeframe as the old contract which would be 3 times a year rather than the new contract suggestion of 4 times a year. The motion was seconded by R.Cazier and the motion was passed.
- P. Hawkey made a motion to suggest to the Village Board that the Deputy Clerk Treasurer Kuhlman be appointed to the Clerk Treasurer position for the Village starting August 1st. R.Cazier seconded the motion and the motion was carried.
- P. Hawkey made a motion to approve that the Clerk and the Deputy Clerk both attend the State Treasurers Conference in Appleton on the 21st and the 22nd of April and also

attend the League Insurance Conference in Wisconsin Dells on April 28th and 29th. It was felt that both should attend so that they will be able to gain the information needed and help in the transition of the Deputy Clerk Treasurer to the Clerk Treasurer position.

R.Cazier seconded the motion and the motion was carried.

- A motion was made by P.Hawkey to make a recommendation to the Village Board to approve the surcharge rates increase for the BOD, TSS, TKN, and TP for the high strength users. R.Cazier seconded the motion and the motion was carried.
- A discussion was made in regards to the annual review of the water and sewer connection fees. P. Hawkey made a motion to recommend to the Village Board to look at the annual review of the water and sewer connection fees. R.Cazier seconded the motion and the motion was carried.
- P.Hawkey made a motion to make a recommendation to the Village Board to not renew with the State Insurance Fund. R.Cazier seconded the motion and the motion was carried.
- P.Hawkey made a motion to table the Oregon Senior Contract. R.Cazier seconded the motion and the motion was carried.
- P. Hawkey made a motion to make a recommendation to the Village Board to charge back delinquent taxes of Scout Enterprises and other individual's delinquent tax from 2015. R Cazier seconded the motion and the motion was passed.
- P.Hawkey made a motion to make a recommendation to amend the TID 2 land lease with Klondike Farms for reduced acreage due to the fact that more businesses may be moving into the business park with the annual fee paid in April each year. R.Cazier seconded the motion and the motion was approved.
- A discussion was made about the Village's lease with UBT for space. Clerk Strause informed the committee about what the rent costs will be in the future.
- The monthly financial balance sheets, the 2015 Budget review, summary of attorney and engineering fees, payroll overtime, and invoice worksheets were reviewed.

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