

FINANCE/PERSONNEL MINUTES

October 8th, 2020

At 6:16 p.m. Chairman Dahlke called the meeting to order and noted compliance with the open meetings law.

Members Present: David Dahlke, Jim Allen

Others in attendance: Owen Mergen, Jeremiah Conley

Absent: David Bauman

Moved by Allen, second by Dahlke, to adopt the agenda as posed.

- Aye – 2 (Allen, Dahlke)
- Nay – 0
- Motion Carried

Moved by Allen, Second by Dahlke, to adopt the minutes of the September 10th, 2020 Regular and September 15th, 2020 Special Finance/Personnel committee meetings.

- Aye – 2 (Allen, Dahlke)
- Nay – 0
- Motion Carried

CLOSED SESSION: At 6:17 p.m., it was moved by Allen, second by Dahlke, to move into closed session pursuant to Wis. Stat. sec. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, in particular with respect to personnel in the public works department.

- Aye – 2 (Allen, Dahlke)
- Nay – 0
- Motion Carried

OPEN SESSION: At 6:37 p.m., the committee returned to open session

NEW BUSINESS:

- A. Moved by Allen, second by Dahlke, to recommend to Board the elimination of the staff position of Village Custodian following the close of the 2020 park reservation season
 - Aye – 2 (Dahlke, Allen)
 - Nay – 0
 - Motion Carried

- B. Moved by Allen, second by Dahlke, to recommend to the Board, that the village (1) create a new, full time, Public Works Laborer position, (2) offer the position to Dylan Goll, (3) offer a pay rate of \$18.50/hour and (4) create a new job description for the position.
- Aye – 2 (Dahlke, Allen)
 - Nay – 0
 - Motion Carried
- C. Clerk Mergen gave a brief presentation of the results of the final TIF 2 audit, conducted by Baker Tilly. Discussion continued, during which Allen noted concerns regarding comments in the audit regarding missed deadlines and requirements that occurred during the history of the TIF. Members present agreed that going forward with future TIF's, the village staff needs to be more attentive to these deadlines and make sure these things are not missed in the future. They also commented that residents of West Baraboo should have better access to this information. Some recommendations included having the Board of review meet more frequently and posting TIF updates to the Village website.
- D. Clerk Mergen presented information about financials relating to the creation of the 2021 budget. Items included Insurance renewals & the addition of cybersecurity insurance policy, not giving annual pay adjustments to Village staff this year, possible Village hall renovations/improvements and a request for funding from SCDC. Moved by Allen, second by Dahlke, to recommend to the Board that the Village pay the annual dues of \$1,654 to SCDC for 2021 membership.
- Aye – 2 (Allen, Dahlke)
 - Nay – 0
 - Motion Carried
- E. Moved by Allen, second by Dahlke, to recommend to Board payment of monthly expenditures.
- Aye – 2 (Allen, Dahlke)
 - Nay – 0
 - Motion Carried

ADJOURN: Moved by Dahlke, second by Allen, to adjourn at 7:00 p.m.

- Aye – 2 (Allen, Dahlke)
- Nay – 0
- Motion Carried

Respectfully submitted,
Owen Mergen, Clerk/Treasurer