

# **Finance Meeting Minutes**

## **Monday February 10, 2014 5:30 p.m.**

Chad Misco called the meeting to order at 5:32 p.m.

Present: Steve Marquardt - Teleconference, Terry Hinds, Chad Misco

Also Present: Charlene Meier, Craig Schuh-Ayres Associates

Agenda: Motion by Terry Hinds to approve agenda with the correction on Ordinance on excessive force at informal civil rights demonstration to state Resolution for excessive force at informal civil rights demonstration. Steve M. seconds the motion. Motion carried.

Minutes: Motion by Terry Hinds to approve the minutes with a correction to the year 2014. This motion was second by Steve Marquardt. Motion carried.

Old business:

Interim financing- Terry Hinds reviewed the packet from Ehlers which included a financing report, Final Offering Memorandum with First Merit and Proposal Form from First Merit in the amount of \$16,291.67. Motion by Steve M. to recommend the interim financing packet from Ehlers to the village board for approval. Second by Terry Hinds. Motion carried.

Funding Sources/options – Craig Schuh from Ayres Associates stated the Village needs to make a decision regarding funding from USDA. Motion was made by Terry H. to sever ties with the USDA funding option and bring it to the village board for passage. Steve M. seconds the motion. Motion carried.

CDBG Application – Citizen Participation Plan Committee needs to be in place for the funding. The president can appoint a citizen from the village to be part of the committee. One person needs to be in the low to moderate income bracket.

Resolution 2014 -01 Adopting policy protecting individuals engaged in nonviolent civil rights demonstration. Motion by Terry Hinds to accept this resolution and bring to village board for approval. Steve M. seconds the motion. Motion carried.

Resolution 2014-02 Authorizing the Issuance and sale of \$3,400,000 water system revenue bond anticipation note. Steve M. made the motion to accept this resolution and bring to the village board for approval. Terry H. seconds the motion. Motion carried.

Motion by Steve M. to rearrange the agenda to accommodate Craig Schuh's schedule. Motion was second by Terry Hinds. Motion carried.

PSC Rate Study – The Public Service Commission and Ehlers have tried to get more information from Saputo regarding water usage. The Village clerk and Water Supervisor also tried to get this information. Saputo only had one month documentation. The PSC needs more data to complete the rate study. Well Station #2-improvements are needed. Easements for lift station were reviewed.

Deputy Clerk/Treasurer – Motion was made by Steve M. to convene to closed session per WI State Stats 19.95 (1) and allow the clerk/treasurer to remain. Second by Terry Hinds. Motion Carried. Motion by Steve Marquardt to reconvene to open session per WI State Stats 19.95 (2) and possible action. Second by Terry Hinds. Motion carried. Motion was made by Terry H. to interview five applicants. Second by Steve M. Motion carried.

Point & Pay – Clerk is working with the representative and it will take 6-8 weeks to get it implemented. A contract will need to be reviewed.

Capital Improvement Plan – tabled.

E-mails – Micro Soft Licensing for e-mails is ordered. It will take 6-8 weeks.

New Business:

Accounts payable – Chad Misco needs to be added as a signee at the bank. Due to one village meeting per month bill need to be paid earlier. The Finance Committee will recommend to the board to have the bills reviewed and approved at the Finance Committee and give a written report to the board.

Bi-weekly payroll – Scheduled to begin July 1, 2014. Wage and Personnel Committee will notify the employees.

Announcements, correspondence, general information – Terry Hinds announced that the Joint Library committee will be meeting on Wednesday. Village clerk reported the schedule for the village board room: Job Fair, DOT Officers meeting, Oconto County Clerk's quarterly meeting, etc.

Items for next agenda – Interim financing, Funding Source, PSC Rate study, CDBG update, Deputy Clerk/Treasurer, Credit Card, Capital Improvement, trustee e-mails.

Set next meeting Date – Monday, March 10<sup>th</sup> at 5:30 p.m.

Adjournment – Steve M. made the motion to adjourn. Terry Hinds seconds the motion. Meeting adjourned at 7:15 p.m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer