**AGENDA**

**TUESDAY September 12, 2023, 8:30 AM**

**FINANCE/PERSONNEL & WAGE COMMITTEE OF THE VILLAGE OF LENA BOARD**

**Lena Municipal Building**

**117 E. Main Street, Lena WI. 54139 www.villageoflena.net**

This is an open meeting of the Finance/Personnel & Wage Committee of the Village of Lena Board of Trustees. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting by posting and on the Village website. Copies of the complete agenda were available for inspection at the Village Hall Clerk/Treasurer’s office.

1. Call to order.

2. Roll Call.

3. Agenda - Change in sequence/Removal of items/Approval of Agenda.

4. Approval of Minutes of Previous Meeting August 15, 2023

5. FINANCE & BUDGET:

A. Monthly Financial Statements - electronic copy (information). *Printed copy available upon request*

B. Clerk’s Monthly Cash/Investments Report (information).

C. Transfers/Budget Adjustments – Board action of 07/17 to allow a budget adjustment of $10,000 from

general fund

D. Review 2024 Budget – Administration/Finance sections

E. Discussion of Utility Rates for 2024.

6. PERSONNEL:

A. Discussion of Clerk & Deputy Clerk 2024 wage rates and office hours

B. Discussion of Employee Handbook – Section concerning maximum of hours accrued comp time

7. Information/Communications – no action to be taken.

8. Next meeting date & time

9. Adjournment

*Any person with a disability as defined by the Americans with Disabilities Act and needs a special accommodation while attending this meeting, should contact the Village Clerk at 117 E Main St or phone 920-829-5226 during regular business hours at least 24 hours prior to the meeting so reasonable arrangements can be made.*

*It is possible that members of, and a quorum of members of other governmental bodies of the Village of Lena who are not members of the above committee, commission or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the committee, commission or board identified in the caption of this notice.*

Jodi A. Marquardt, Clerk/Treasurer Posted 07/07/2023